

Minutes of the Annual General Meeting

Tuesday 17th May 2016 7.0pm

Item	Action
<p>1. Apologies for absence Apologies received from Deborah Davis</p> <p>Present Wendy and Stuart Barr Miranda Elgar Jane Escott Arthur and Jan Jamieson Fay Trussler Michael and Vivian Warner</p>	
<p>2. Minutes of last meeting The minutes were approved and signed</p>	
<p>3. Matters arising from those minute. item 8:</p> <ul style="list-style-type: none"> • Enquiries had been made as to whether Laxfield House had a defibrillator and they do not have one. It was suggested that an event could be help to fund the purchase of one, which could be stored in the centre of the village. 	
<p>4. Treasurers Report/Update Detailed accounts were presented by Michael Warner. Income from hiring equipment was slightly up from last year and a grant of £500 from the Parish Council has been received. £1372.53 banked from the Fete on the Farm (a joint venture with the church). The Insurance claim settlement for the carpark wall has been paid and work will be completed later in June. (Replacement with oak posts and chain). The net income has increased from the previous year and £9,068.98 is in the accounts (A healthy financial position). There is work to be carried out on the outside windows and a quote in the region of £1500 has been received. The accounts were agreed (provision being signed off by the auditor).</p>	

been difficulties in booking a band but Michael Warner was hopeful that he had found a suitable group available for the event. He was also placing advertisements for the event in Roundabout and Lavenham Life. Miranda Elgar was going to arrange a banner to be displayed at the end of The Street. Jan and Arthur Jamieson are organising the bar Wendy and Stuart are organising the hog roast.

It was agreed to open the hall for the toilets on the day but lock the main rooms. It was agreed to hold a meeting with Miranda, Jane, Karen and Fay next week to discuss arrangements.

Quiz night Saturday 12th November

Miranda Elgar to speak to quiz master

Christmas Social Event Thursday 8th December

Wine and Cheese (January/ February 2017)

8. Any Other Business

It was agreed a letter should be sent to Laxfield House thanking them for their kind donation of a cake.

Michael Warner Explained the application for a grant to improve Town Hill. If successful the money would be spent on clearing barbed wire and glass, purchase of picnic tables, information boards, protection of Black Poplar, simple fencing next to footpath and appropriate play equipment.

Monks Eleigh and Milden wish to hire the tables for their summer events. It was suggested that the tables go directly from Monks Eleigh to Milden. (tables need to be back for June 23rd referendum). Miranda Elgar suggested that the June village coffee morning be held at the café due to the tables not being available.

7. Date of next meeting

Tuesday 7th June 7.00 Village Hall

Brent Leigh Village Hall - Charity 304866

Receipts & Payments accounts for the year ending 31/03/2016

<u>Receipts</u>	<u>Y/E 31/03/16</u>	<u>Y/E 31/03/15</u>
Gardening Club	£0.00	£39.00
Grant Parish Council	£500.00	£0.00
Hire Election	£160.00	£160.00
Hire Hall/Equipment	£236.00	£230.25
Quiz Nights	£959.44	£1,163.50
Fun Day	£0.00	£923.07
Fete on the Farm	£1,372.53	£0.00
Mulled wine raffle	£57.00	£0.00
Donation Coffee Mornings	£0.00	£60.00
Insurance claim settlement	£1,820.00	£0.00
Donation Skip Hire	£0.00	£25.00
Interest	£1.39	£1.37
TOTAL	£5,106.36	£2,602.19

<u>Payments</u>	<u>Y/E 31/03/16</u>	<u>Y/E 31/03/15</u>
Council Tax	£49.30	£48.20
Electricity	£213.16	£199.15
Water	£63.19	£47.47
Fire Protection	£84.00	£46.80
Maintenance	£604.43	£0.00
Maljon	£0.00	£178.80
Insurance	£700.07	£804.35
Tea Urn purchase	£0.00	£60.00
Damage to wall - skip hire	£0.00	£220.00
TOTAL	£1,714.15	£1,604.77

Net Income/loss	£3,392.21	£997.42
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<u>Assets</u>	<u>Y/E 31/03/16</u>	<u>Y/E 31/03/15</u>
Barclays Current A/c	£6,313.99	£2,883.17
Barclays Business Savings a/c	£2,743.51	£2,742.12
Petty Cash	£11.48	£51.48
	£9,068.98	£5,676.77

Having examined all the relevant vouchers, cash and bank statements presented to me,
all in accord with the accounts as above.

Signed _____ Dated _____

Name.....

Brent Eleigh Village Hall Management Committee
Accounts 2015-16

<u>Receipts</u>	<u>date</u>	<u>source</u>	<u>allocation</u>	<u>amount</u>
1	02/06/2015	Babergh DC	Hire Election	£160.00
2	25/06/2015	James	Hire Equipment	£33.50
3	14/07/2015	Debbie	Hire Hall, b'day party	£30.00
4	14/07/2015	Chelsworth	Hire Equipment	£75.00
5	14/07/2015	Funeral	Hire Hall	£30.00
6	15/09/2015	Fetes Account	Fete on Farm	£1,372.53
7	17/10/2015	Quiz night	Quizzes	£289.19
8	21/10/2015	Quiz night	Quizzes	£40.00
9	28/10/2015	Brent Eleigh PC	Parish Grant	£500.00
10	31/12/2015	Debbie	Hire Equipment	£17.50
11	31/12/2015	Mulled wine raffle	Raffle proceeds	£57.00
12	31/12/2015	Brook Farm	Hire Equipment	£50.00
13	04/03/2015	Norris & Fisher	Insurance claim	£1,820.00
14	10/03/2016	Quiz night	Quizzes	<u>£630.25</u>
<u>TOTAL</u>				£5,104.97
				plus interest £ 1.39

<u>Payments</u>	<u>date</u>	<u>to</u>	<u>allocation</u>	<u>amount</u>
1	01/04/2015	Babergh DC	rates	£49.30
2	28/03/2015	Anglian Water	water	£17.22
3	14/04/2015	E.ON	electricity	£64.55
4	20/06/2015	Matchless Fire	fire protection	£84.00
5	20/06/2015	Anglian Water	water	£16.02
6	14/07/2015	Miranda Elgar	maintenance (re bees)	£40.00
7	14/07/2015	E.ON	electricity	£49.78
8	26/09/2015	Anglian Water	water	£14.73
9	12/10/2015	E.ON	electricity	£32.49
10	20/12/2015	Anglian Water	water	£15.22
11	10/01/2016	Norris & Fisher	insurance	£700.07
12	17/01/2016	E.ON	electricity	£66.34
13	14/02/2016	Arthur Jamieson	Maintenance (re décor)	£356.93
14	20/02/2016	Steve Mills	Maintenance (scaffold)	£45.00
15	23/02/2016	Michael Warner	Maintenance (lights and shed)	<u>£162.50</u>
<u>TOTAL</u>				£1,714.15