

Kingston Village Hall {Reg Charity No 1197094}

1<sup>st</sup> Annual General Meeting Under CIO status

18<sup>th</sup> January 2023 at 8.0pm

**Present:**

**Trustees:** Paul Wright (PW) Chair, Sarah Wright (SW)

Secretary, Chris Reid (CR) Treasurer, Neil Campbell {NC}, Pat Draper (PD), Isabelle Nett (IN), Mark Stalham (MS), Peter Stokes (PS), Suzy Stokes (SS)

**Others:** Miki Ellar (Friend of VH), Simon Draper, Kay Forsyth, Linda Rimmer.

**Apologies:** Isabelle Nett for late arrival, Jill Coleman (retired trustee and friend of VH)

**1. Minutes of the last AGM:** The minutes of the meeting of 22 September 2022 were circulated, and the following points arose. 1) The Sonos speakers are working but need further tweaking; 2) The smart controls for the heating have been installed, but there is a connectivity issue for which PS is seeking advice. During this cold weather the hot water system is permanently on to protect the toilet area from frost, but the intention is to turn it off at night after the winter. (PS) was thanked for his hard work. There are no important actions outstanding and the minutes were approved.

**2. Briefing on implications of CIO status (Chris Reid):** (CW) Explained that our change to CIO was not yet fully complete. There is a new template which sets out best practice which has to be completed and we are waiting for the Land Registry to register the Village Hall as the owners. (PD) asked if the individual liability of trustees was affected in case of damage, accident or financial losses, and (CR) explained that even during the transition period we are entirely covered.

**3. Recruitment of new Trustees and Friends:** (PW) on behalf of the committee welcomed Mark Stalham. On 9 January 2023 (PD) had proposed Mark and this was seconded by (SW) and the committee had voted in favour by email. He has completed his trustee declaration and so is able to attend and vote at this meeting. (PW), on behalf of us all, thanked Jill Coleman for all the hard work that she has done over many years. We are very pleased that she has now become a Friend. (PW) is concerned that we need to more trustees in the younger age ranges. Miki Ellar suggested that a short article goes into next month's Village Magazine. This would explain that the hard work in obtaining grants and overseeing two large building projects has been completed and the running of the Village Hall is now a matter of managing the building and helping to facilitate ideas that villagers may want to have up and running in their Hall. The committee, with the help of others, organises three events each year. Quiz and Chips in late January, a summer BBQ and a Christmas Fair. The article should stress that committee meetings are kept to the minimum and most business is conducted by email. **Action PW.**

**4. Chairman's and Treasurer's reports:** A hard copy of the Chairman's report had already been circulated and accepted by all trustees and friends. The Treasurer, (CR) summarised the financial position. We have just over £25,000 in the kitty. Excluding purchases of equipment, it costs approximately £4,000 a year to keep the hall going. This includes outgoings on water, electricity, oil and insurance. This year the cheap electricity deal ends and it will go from £300 per year to possibly £1,200. Insurance on the other hand, because we are a CIO, will come down. The income from Karate is between £300 and £500 and the rest of the users bring in between them £1000 to £2000. The Christmas Fair brings in approximately £1000 as does the BBQ, and the Quiz and Chips brings in £500. The numbers sound good but the situation is fragile and it could be difficult if we lose a major hirer such as Karate. (PW) asked if the £25,000 could be invested. (CR) said that we can only invest in interest bearing guaranteed securities and he would look into possibilities **Action CR.**

**5. Increasing Hall lettings:** (PW) will refresh the Halls for Hire website with up to date photos and accurate measurements. **Action PW.** (PS) suggested that it would be a suitable place to hold blood donor sessions and would enquire about the possibility. **Action PS.** (MS) and (NC) thought that the Hall might be a good venue for business away days or team building events. (NC) to make enquires. **Action NC.** (PS) suggested advertising in local village magazines. **Action PW and SW.**

**6. Events for 2023:** It was decided to hold a BBQ this summer. Kay Forsyth said that the date of the Church Fete has not yet been decided. (SW) to keep in touch and to ask James and Janet Clear about the possibility of holding the BBQ at South Sea Farm. Late June and early July was thought to be the best time **Action SW.** At the September meeting Simon Draper requested that the Hall had a picture rail fitted so that Art and Photographic Exhibitions could be staged. This has been done and Simon Draper and Torrie Smith are drawing up a proposal for developing the arts in Kingston using the Village Hall as a centre for events.

**7. Licences for Music and for Films:** For copyrighted music to be played in the Hall we need a PRS licence (Performing Rights Society) representing writers and composers and a PPL licence (Phonographic Performance Limited) representing the musicians who performed on the recording. The approximate combined cost for these licences is £200 per year. The committee agreed to go ahead. (CR) offered to fill in the paperwork as income calculations were needed. **Action CR.** The showing of films and TV need an MPLC (Motion Picture Licensing Company) umbrella licence. This would allow us to show unlimited films, TV, Netflix, Disney+ and Prime. The cost would be £287 per year. We could form a film club but it could not have 'film' in the title. We could not charge admission or advertise commercially. An entertainment society could be formed and emailed with dates and titles. We also need a TV licence £159. **Action SW, but see additional clarification below AOB**

**8. Likely fabric maintenance issues:** All is in good order and up to date with the exception of a minor issue, the bell rope. The fire screen around the oil tank has a problem that one set of washers and bolts have worked their way through the material. (CR) said he would call the installers and if they were uncontactable (PW) said that he would mend it. **Action CR and PW.**

**9. Decision on re-siting of tapestry:** It was decided that the best place would be in the small hall where most social occasions take place and where it would be away from bright sunlight and cold outside walls. One light would have to be removed and (PD) said that she would liaise with Andy Niggelfix and an electrician to get the light removed and the projector wired in. Tony Smart has asked that vertical battens are put on the back of the frame to allow air to circulate, and this was agreed. **Action PD.**

**10. AOB:** Charging for the hall was discussed and it was decided that some events that benefitted the community and were open to all should not be charged. For example, Coffee Morning, Table Tennis, Charity Fundraisers, Music Nights and wakes for villagers. The expectation is that some of these would bring in revenue from bar or coffee sales to, at least, cover the hall's running costs for those sessions. As there is no clear line between events which pay hire charges and those which don't, each case would be treated on its merits by the committee and the decision recorded. (CR) had been asked for a coffee machine that could be used on odd occasions when someone wanted a coffee. (SW) had also been asked and found a Dulce Gusto machine that would deliver coffee and hot chocolate without the need to bring fresh milk to the Hall. There may be a compromise on taste but for the odd occasions when needed it would be useful and it was decided to go ahead with the purchase. **Action SW.**

A couple of people asked about a games afternoon. (IN) said she would investigate as it was something that her children would enjoy. (MS) would look into using the snooker table for young people, perhaps in association with the Table Tennis Club. **Action IN and MS.**

Jacque Smith has written to the committee asking for fans to be installed. The committee's view was that a decision should be postponed until the summer, when the likely demand could be assessed. She also asked whether a regular event for board and card games could be organised. It was agreed that she should be invited to organise this if she felt there would be sufficient interest in the village. (PW) will write back to her. **Action PW.**

(PS) asked about the audio output from the projector and if there was provision for a hearing loop. He would liaise with the electrician. **Action PD.**

The meeting finished at 10pm

**Footnote: Additional clarification re film licence:** Additional information was provided by MPLC on 23 Jan. We will need the MPLC licence to show TV programmes, in addition to a TV licence, as the latter does not cover public screenings. Therefore, we will have to have the MPLC licence to be able to screen anything. Our approximate total licencing costs will be £159 (TV) + £200 (PRS) + £287 (MPLC) = £646

Approved at the AGM of 8 February 2024



Paul Wright (Chair KVHMC)