

FYFIELD VILLAGE HALL

ANNUAL GENERAL MEETING 2026

23 March 2026 @7.30pm

MINUTES

PRESENT: P Ovel, S Turner, C Collins, R Barlow, L Webster, S Mead and S McGregor and 3 members of the public

1. Welcome by the Chair

P Ovel (PO) welcomed everyone to the meeting and thanked them for coming and supporting the hall as the heart of the community. PO noted the steady progress over the past year in maintaining and improving the hall's facilities and thanked the significant contributions of committee members and volunteers.

Attendees were informed that the meeting would review the past year, consider the accounts, and discuss future plans. PO encouraged community involvement, including new volunteers and committee members and formally opened the meeting.

2. Apologies for Absence

No apologies had been received.

3. Approval of the Minutes from the Meeting Held on 28 April 2025

The minutes were approved and signed by the Chair as a true record of the meeting.

4. Matters Arising from the Minutes

There were no matters arising.

5. Chair's Annual Report

PO reported a positive and productive year for the hall, thanking all trustees for their support, with particular appreciation for the Secretary, Treasurer and Booking Secretary for their significant contributions.

Key improvements completed during the year included the heating system upgrade and installation of a key safe, both of which have enhanced the hall's usability and efficiency. The hall continued to host a wide range of regular weekly (bridge, dance classes, pilates, WD50+ and the community hub) and monthly (U3A, lunch club) groups, all well attended.

Social events remained strong, with two quiz nights, seven 'Bangin' Friday' BBQs, a performance by Band 47, a successful Halloween event, and the popular Paint and Plonk sessions. The jointly organised village fête was well received, though it highlighted the need for more volunteers for larger community events.

Operationally, switching to EFDC for waste collection had halved monthly costs and improved reliability. Private bookings had increased significantly, accompanied by positive feedback about the hall and its facilities.

Looking ahead, planned improvements include installing a gate at the car park entrance and adding screening around the oil tank to reduce risks of theft and fly tipping, and exploring the replacement of fluorescent lighting with LED alternatives to improve efficiency.

PO closed by thanking trustees, volunteers, regular users and hirers for their continued support in keeping the hall a valued community asset.

6. **Treasurer's Report and Presentation of the 2025 Accounts**

S Turner (ST) presented the accounts for the year ending 31 December 2025.

Total income for the year was £40,064.16, a small increase of £127.83 on the previous year. Income remained healthy, supported in particular by 62 private hall bookings (vs 30 in 2024). Fund raising activities also contributed significantly: 8 Friday BBQ evenings generated £3,972.76 in bar and food income, while 11 additional events brought in £4,704.70 from the bar, £2,851.60 in ticket sales, and £452.00 from ancillary fundraising.

Total expenditure for the year was £44,760.91, an increase of £5,247.64 compared with 2024. The committee had agreed to invest in the building after several years of consolidation, resulting in two major projects: full internal redecoration and replacement of the heating controls and hot-water cylinder. These works totalled £13,880.69.

Regular monthly direct debits continued, including payments to EFDC, Ansvar Insurance, the mobile phone, TV licence and waste collection (now provided by EFDC at a reduced annual cost). Utility costs rose, with oil expenditure at £2,514.77 and electricity at £2,071.30. Water costs remained stable at £804.62.

Cleaning costs for the year totalled £5,700.71, covering routine cleaning, window cleaning and supplies. Maintenance expenditure was £1,156.44, including electrical and plumbing work, servicing of the dividing doors and boiler, and PAT testing. The annual Performing Rights Society fee (£549.08) was also paid.

Refurbishment costs totalled £14,508.88, largely reflecting the decorating and heating projects. A further £5,101.98 was spent under sundries, covering BBQ food, event supplies and outdoor planting. Bar stock purchases amounted to £6,451.73, a reduction on the previous year.

ST reported that the hall running costs for the year were £16,787.12.

After all income and expenditure, there was a deficit for the year of £4,696.75.

At year end, the cash assets were £42,124.65.

ST confirmed all figures were reconciled to bank statements and the accounts had been independently examined by the RCCE.

A question was asked about the village fete accounts and share due to St Nicholas Church. ST confirmed this was still due to be paid.

7. To Consider any Resolutions and/or Recommendations

There were no resolutions or recommendations.

8. Appointment and Election of the Management Committee of Trustees and Representatives

Elected trustees R Barlow (RB), C Collins (CC), S McGregor, P Ovel, S Turner and L Webster (LW) were prepared to stand again for the next 12 months. PO proposed and RB seconded. This was agreed.

The position for appointed members was noted as follows:

- Fyfield Parish Council - FPC would confirm its representative following the next parish council meeting;
- The Parochial Church Council (PCC) of St Nicholas Church – no member had been appointed. LW agreed to raise at the next PCC meeting;
- Fyfield Fyfield WI – not currently in operation;
- WD50+ Exercise Club - no member had been appointed. CC would ask the chair of WD50+ again whether they would like to appoint to a member.

It was noted that the Bridge Club had applied to appoint a member and this would be considered at the next committee meeting. The monthly lunch club might also be approached.

9. Nominations for residents' vacancies.

CC noted that six elected representatives were continuing, which left two vacancies for election. No nominations had been received by the appointed time. The vacancies therefore remained unfilled. It was confirmed the committee could fill the vacancies at its discretion. It was also noted the committee can appoint up to 4 co-opted members.

10. Any Other Business.

No items for AOB had been received by the secretary.

A member of the public asked about the liability and insurance position for groups using the hall. It was confirmed that FVH had liability insurance should it be responsible for any incidents but that groups and individuals using the hall should consider their own possible liability and need for insurance cover.

A member of the public noted that adding a gate to the car park would have an impact on the village more broadly by preventing parking to use the field or surrounding area for recreational purposes. It was noted that the need to maintain access for such use would need to be considered and balanced against the need to protect the car park for users of the hall and prevent anti-social or illegal activities.

The meeting closed at 20.20.

Signed _____ Date _____