**MINUTES**

**ERPINGHAM WITH CALTHORPE VILLAGE HALL MANAGEMENT COMMITTEE**

**ANNUAL GENERAL MEETING**

**DATE: 26th MARCH 2025**

**TIME: 7:00PM**

**VENUE: ERPINGHAM WITH CALTHORPE VILLAGE HALL**

**AGENDA**

1. Present
2. Apologies
3. Approval of minutes of AGM from 2024
4. Chairpersons Report
5. Treasurer’s Report
6. Current bookings and Booking Secretary Report
7. Events for 2025
8. Current management committee members for 2025
9. Resignations
10. New Committee Members
11. Date for next meeting
12. **Present**

Ros Horne - Chair

Rowena Cove – Secretary

Tony Amies – Bookings Secretary

Dennis Wells – Maintenance Manager

Pete Gidman - Member

Lucy Parsons – Member

Nige Wilson – Member

Amanda Eastlake – Member

2 **Aplogies**

Mark Brown – Treasurer

**3** **Approval of minutes**

Minutes from the 2024 AGM approved

4 **Chairperson’s report**

***Welcome to the 2025 AGM!***

*It is my pleasure to warmly welcome everyone to this year’s Annual General Meeting.*

*The Village Hall has had a successful year, with frequent use by both established and* *new users contributing to a steady income. Additionally, one-off bookings for parties and events have further boosted revenue.*

*Over the year, the VHMC has organised several successful events.*

*In March, we hosted the Village Big Breakfast, which drew an excellent turnout. Due to its popularity, we held another equally successful event in September.*

*October saw our annual Macmillan Coffee Morning, run in partnership with Coffee & Cake—a fantastic community gathering that raised an impressive £1,000 for Macmillan.*

*January marked the much-anticipated return of our Quiz Night with Fish and Chips, which was a huge hit. A special thank you to our quiz master, Nige, for preparing a fantastic quiz and making the evening such a success.*

*In December, the Senior Food Safety Officer from NNDC conducted an inspection of the village hall kitchen, reviewing our food safety procedures, cleaning and hygiene. I am thrilled to announce that we received the highest rating of '5'!*

*Pete Gidman took over managing the 200 Club from Yvonne Moore last year and it continues to provide the village hall with a reliable source of income.*

*I would like to express my thanks to our team of volunteer cleaners, whose hard work ensures the hall is always in excellent condition—their efforts are* *truly appreciated by everyone who uses the hall.*

*I want to thank all committee members, long standing and new for their enthusiasm and* *commitment to managing the hall and ensuring responsibilities are shared effectively.*

*Thank you all for your continued support!*

*Ros Horne - Chair*

*5* **Treasurer’s report**

*Annual Financial Report for Erpingham with Calthorpe Village Hall 2024*

*Erpingham with Calthorpe Village Halls financial position remained stable in 2024 with a good income from hall rentals and fundraising events.*

*Financial Highlights 2024*

*Total Revenue: £10,679.14*

*Total Expenses: £13,337.71*

*Net Income: -£2658.57*

*Our total revenue in 2024 was £600 higher than in 2023. However, rising maintenance costs and utility expenses have slightly impacted the overall surplus compared to the previous year. We spent over £3,100 maintaining our plumbing and heating but this investment was vital to maintain* *high standards for our loyal community members who use the hall on a regular basis.*

*The village hall continues to be a vital community hub, providing a quality space for social,* *educational and recreational activities. I thank all our volunteers in 2024 for their dedication and hard work throughout the year. Your time, effort and enthusiasm are truly the backbone of our village hall, ensuring it remains a welcoming and vibrant space for the whole community*

*Mark Brown - Treasurer*

*Finances March 2025*

*Barclays Bank Balance 22nd March 2025 - £14,882.22*

*HSBC (200 Club) Bank Balance 22nd March 2025 - £4,485.26*

*Float Held - £100.00 cash*

*Total - £19,467.48*

***200 club – Pete Gidman reports***

*Total income £4,485.2*

*Annual funds we require £1360 (outgoings) to run the club*

**6** **Bookings**

Tony Amies reports that bookings are healthy but over the last year we have lost the art appreciation and Zumba on Mondays along with craft group and table tennis.

Several parties were booked which boosted our income

Over 7k in total bookings costs

New regular bookings include Twinkle Toes, baby massage and church choir.

Booking schedule information can now be found in Keeping in touch

7 **Events 2025**

January - Quiz

March – Big Breakfast

Upcoming events:

Macmillan coffee morning Sept/Oct

Events TBC:

Summer Fete

Suggested Events:

Halloween Quiz

Games Eve

Garage Sale

Film Night

Race Night

Local Bands

8 **Current members for 2025**

Ros Horne - Chair

Rowena Cove – Secretary

Mark Brown – Treasurer

Tony Amies – Bookings Secretary

Dennis Wells – Maintenance Manager

Pete Gidman - Member

Lucy Parsons – Member

Nige Wilson – Member

Amanda Eastlake – Member

9 **Resignations**

No resignations received

**10** **New Committee Members**

We welcome Karen Carr and Phil Swaine

**11** **Date for next year's AGM**

TBC