

New Buckenham Village Hall Trust

Registered Charity no. 1024699

ANNUAL GENERAL MEETING 2025

Tuesday 15th July 2025

8.00 pm New Buckenham Village Hall, Large Meeting Room

MINUTES

1. Apologies for absence.

AC, EW, COxley

Attendees: AB(Chair), JF, SD, JH, AH, TU, CR, DP, IS and 6 members of the public

2. Minutes of the Annual General Meeting held on Tuesday 16th July 2024

Just giving has been set up for the hall but this is still to be added to VH website. We unfortunately had website issues during the last year, but these have been resolved, and the website will be updated shortly. SH and AC to action this.

Disables bays have been re-marked. Perhaps signage for disabled bays as they are used very regularly.

Minutes of last AGM agreed.

3. Chairs report – Andrew Bingham (Collective Report)

We have continued with a rolling chair as this works well for the trustees who all volunteer their time.

2025 marks 30 years since the new village hall opened its doors to the public. This year was marked by doing some domestic stuff that hadn't been done since opening: having the curtains cleaned and rehung, clearing up the gallery and getting rid of stuff that has been around unused for too long! It was also a year of innovation, we became part of Norfolk County Council's EV charging points project with two charging points installed at the hall, we have a small mast in the corner of the woodland area which is used by Anglian water and brings in an income of £1,500 a year for the hall.

Fundraisers put in another container for storing structures used for the village fete. The recycling project is going strong and the old oil drums used for collecting cans have been replaced with wheelie bins so ensuring we don't get all the rubbish blown about in the Autumn storms.

The village hall has been busy this year with an increase in bookings particularly the Autumn of 2024 when there was something going on every weekend. We had a special wedding this year, Bethan Philips who grew up in the village chose the village hall, where she had her 18th birthday for her wedding celebrations.

We hosted Eastern Angles theatre company who brought us their innovative production “Sophia”. It is increasingly costly and risky to put on live theatre so thank you to everyone who supported the hall, bought tickets and helped us make a profit of just over £300.

When the clocks change the winter warmer café opens its doors, now more of a “games room” with support from a dedicated group of volunteers and participants. The £1 charge for tea or coffee covers the hall hire, refreshments with a bit left over to start again in October this year. Thanks to Kathy Steel, Jan Ovens, Linda Bryan, Sue Britton and Fi Gallimore for keeping the doors open and a friendly welcome each week. Thanks also to Juliet Fulford for organising this.

2025/26 will be the year of the big spend. The village hall is lucky to have received some major financial legacies over the years; Joyce Little and Brian Knappett, with help from these and donations from fundraising events such as the Art exhibition, theatre nights and the recycling project. Matched with grants from the Parish Council and a potential grant from DEFRA (we are currently waiting on their response) we have the following worked planed in and ready to start at the end of July. Thank you to Juliet for the work on these grants, it is no small task.

- Upgrade all domestic lighting to LED
- Upgrade the theatre lighting to LED
- Replace the main windows with Aluminium (current wooden frames have rotted beyond repair)

We also need to address refurbishing the toilets, revarnishing and marking out the main auditorium floor and maintaining the playing fields.

The work of prioritising what we need to do, how we do it and when, is all done by a dedicated group of Trustees who support the day to day running and maintenance of the hall. This year we saw the retirement of Gill Goodwin and Ed Dowling from the Trust, we thank them for all their support and work on the trust for many years, We are very happy to welcome a new Trustee Sonja Duncan to join the team and keep the place going for the next generation.

We would like to end with some thank you’s.

- Stevie for all she does with bookings, finances, and publicity
- All the chairs this year
- All the trustees who make the hall work
- The ‘crew’ for all repair and maintenance works
- Carolyn Hupton for managing our end of year accounting
- Art exhibition for their donation of almost £2000
- Jan Ovens and Peter Casson (Jimpy) for running the 200, and all the members
- Fundraisers for their donations which are essential for keeping the hall running

- Audrey for her diligent tea towel laundering
- The Andersons, and Broadland Tree Services who go above and beyond in maintaining and repairing our grounds
- Julie and Val, our dedicated cleaners, and John Hobley for ensuring our supplies are topped up and we have oil in the tank
- And finally, of course our Hirers and hall users.

4. Financial report – Andrew Bingham

EOY accounts 2024-2025 are with CH and are to be published on the Charity Commission website when complete.

Our John Bird account, which is not for day to day spending brings in approx. £2800 annually. Currently holds £102513. We spent from this when purchasing the PV panels. Our COIF deposit account currently holds £63554. We have drawn from this account to pay for the lighting works and window replacements.

This year we have tried to improve our non-hire income. The PV panels bring in approx.. £1800 per year, JB Fund generates approx. £2800 interest per year, COIF account approx. £1500 per year. The smart meter Anglian Water recently installed will generate £1500 annually.

We also made a change in our energy provider and have moved to Octopus energy. This has reduced our energy bills significantly.

5. Sustain and maintain report – Juliet Fulford

Our forthcoming projects for 2025 include changing all AUD Fluorescent and halogen lighting to LED. We have gone with Alan Cross and Son to complete this work. It is not a small job with 34 halogen spots and 8 fluorescent strip lights to change. We also have an issue with the spots not working in the LMR which will be rectified. The LED spots should last five years before we need to change them and our power consumption be significantly reduced by replacing these lights. The lighting in the store room will be updated soon.

Theatre lighting is currently being updated and refitted. We sourced quotes from local companies. We have gone with AED to carry out this work. We were pleased that they would recycle our current bars, stripping them and refitting the new cabling. They are local and will be available to help us set the lighting and train those who need to use the lighting. The lighting will have some programmed settings for set events. The lighting will be flexible and there will be room for additional lighting to be hired if those using the lighting need this.

The idea is that the programme is user friendly for all hall users. We will host an open event to showcase the lighting and offer 'training' on how they work.

We are also having our windows replaced at the end of this month as the frames have suffered a lot of damage. We were limited to who could carry out this work as the windows are quite bespoke. The work will be carried by AWD. The windows will still have ventilation, but they will be different as the current windows and vents do not meet the current standard. The handles for these will be fitted a few days later as they are done by another company. Works are due to be completed by 06/08/25.

Our next projects will be the toilets and Auditorium flooring for 2026/27. We need to continue to future proof the hall so it can continue to be used for years to come.

We believe those who left legacies will be happy with the contribution they are making to these large projects.

6. Maintenance report –John Hobley/ Clive Rush

Maintenance at the hall for the year has been minimal. A few issues with leaks, roof leak, and a toilet leak. Repairs have been carried out. Early in the year we had an issue with the boiler not working as it should. A service and repair were carried out showing a faulty valve. We hope for fewer heating issues this coming winter.

7. NewBArts report – Juliet Fulford

We are going to rethink our programme for the next year as live theatre is more risky each year. Eastern angles was a success with 'Sophia', and they enjoy using the hall and will likely return next year. NewBArts are looking for some new members to join the committee and put forward ideas. It is agreed that putting on events like this are an important part of community life and enable an opportunity for socialising.

8. The '200' Club report - Peter Casson

As usual we thank everybody who supports the 200 club with their monthly payments of £1.00. We especially thank those who have not won for a while or in fact, have never won and there are some. We thank them for their eternal optimism and knowing they are supporting a worthwhile cause in the village.

We have 10 winners each month, more at Christmas so there are over 120 chances to win each year. And yet we find some win twice or three times despite our best efforts to keep the draw as equitable and fair as we can. We always do it publicly and always have others draw the numbers. It is the luck of the draw!

We started the year with 228 members, we lost 18 and gained 14 so we finish the year with 224. Excellent work by Jan who covers many miles in the village chasing payments and recruiting.

Having gone contactless in 2023 we find that only 16% of subscriptions were paid this way last year, people still prefer cash. And we ask once again that subscriptions are paid a year in advance otherwise Jan will have to have the other hip done.

We have calculated that we have raised £1100 this last year, and we pass it to the trust unconditionally.

AB – On behalf of the trust, thank you to the 200 Club, especially Jan and Jimpy.

9. New Buckenham Fundraising Committee's report – Jon Halfacree

2025 Art Exhibition was another successful event. We raised almost £4000, with the money being split between the Village Hall and the Church, £1975 for each. This year we took all payments digitally and all monies went out by Bank transfer.

2024 Fete made over £6100. Jon Frith does a lot of work behind the scenes. A lot of money is raised from the raffle, Jon works hard to obtain these prizes. Money is split between all village amenities and clubs. We are looking forward to the Fete 2025, fingers crossed for the weather to be on our side. Everyone is welcome to attend the Fete meeting 16/07 and get involved. We do need some new faces for the Fundraisers committee.

These events are very much enjoyed by the community, and those further afield. Long may they continue.

AB – thank you to Jon and all the fundraisers for the support they give the NBVHT, and for arranging these events annually.

10. Election of trustees see table

11. Any Other Business and open forum

CR – Thanks to AB and JF for all the work and effort they have put into the hall recently especially with applying for grants and obtaining quotes recently.

RH – Extended apologies from AC following incident that occurred on 11/07 where a White's lorry failed to put their crane down, after collected the recycling bin from the VH, and pulled down electricity cables causing damage to properties and vehicles, a power outage through the village and saw individuals trapped in a vehicle that had a live power cable land on it. AB expressed sympathy to those affected by the incident and we are grateful no one was hurt. As discussed in a previous meeting NBVHT will be in contact with White's for an explanation of how this happened.

The growth of village hall, and success of the groups using the hall does affect the community. RH has asked the NBVHT be mindful of these points. Users driving to and from the hall, periods of high traffic, speeding, overflow parking from the hall preventing residents from parking near their homes

Suggestions made of additional signage, Marshalls for large events, sanctions for bookings where speeding is noted to be an issue, off-site parking, encourage car sharing.

AB – The NBVHT will take these points and discuss them at our next NBVHT meeting.

AB will also raise this with Parish Council to see if Highways can offer some type of speed monitoring for Church Street as the speed watch group is unable to monitor here due to visibility restrictions.

JF – Suggested use of cut out 'children' as they do in France to remind people to slow down.

KH – Football club are mindful of the speeding and issue sanctions to individuals who are reported for speeding. Away team are sent information regarding the village and speeding. NB Football club continue to put additional signs out on match days.

RH – Double Parking in the village meant the fire engine could not access church street due to double parking in front of St Marys.

The points raised by RH will be taken to the Parish Council and will be discussed at our next NBVHT meeting. Agreed that the parking in the village is not good and this could cause issues with emergency services gaining access again.

AH – Community Garden update. We saw a good turn out from the village for the garden tidy up. Steve Highton lent a van to help with clearing away, thank you. A big thank you to Phil Anderson who funded £200 towards the new Arch, we also received a £100 donation from the gardening club, thank you to them also. AH would like to run a café to fund some more of the arch and to fund a rockery in the area that does not see much sun.

SD – Bike track has an area that has been dug out, preventing the bikes from using the full track. TU- the track is unofficially maintained by some avid users of the track – it is popular so there could be room for growth? To be discussed at a future meeting.

AB thanked everyone for attending.

Next AGM to be held Tuesday 21st July 2026, 8pm.

Meeting closed at 21:35