

**Linton Village Hall Trust**  
Registered Charity Number 1203741

Annual General Meeting  
25<sup>th</sup> January 2025 10.00 am

1. Welcoming Remarks and Apologies	<p><b>Present:</b> Carol Wood, Ernst Zillekens, Timothy Baldwin, Paul Squires, Sally Boyland, Barbara Isle, Clair Hodgson</p> <p><b>Apologies:</b> Liz Davies, Jean Foley</p> <p><b>Welcome to those attending:</b> Julie Houston, Roger Davies, Roger Barnes, Ray Wood, Teresa Squires, Charlotte Newton, Adrian Newton, John Foley, Heather Pealing, Nigel Pealing</p>
2. Minutes of AGM held on 27th January 2024	The minutes of 27 <sup>th</sup> January 2024 AGM were passed as a true record and signed by the chairman.
3. Matters arising	There were no matters arising from the minutes of the previous AGM.
4. Chairman's report	<p>The hall continues to operate under the management of Linton Village Hall Management Committee. Committee members are all trustees of the charity Linton Village Hall Trust and will be introduced by Tim, our Secretary, in his report.</p> <p>The purpose of Linton Village Hall Trust, as per our governing document, is <i>to preserve Linton Village Hall for the use of the inhabitants of Linton and the neighbourhood without distinction of sex or of political, religious or other opinions and in particular for the use of meetings, lectures, classes and other forms of recreational and leisure-time occupation with the object of improving the conditions of life of the said inhabitants.</i></p> <p>The hall has this past year provided a venue for: Parish Council meetings and the Recycling Café (monthly meetings that are held at both Linton and Gorsley) and St Mary's Bible Brunch meetings. It is the meeting place for the Linton Brownies, the Linton &amp; District History Society and the Linton Wine Club. Health and Fitness groups include – a weekly Yoga class, a T'ai Chi class and a walking group. Arts and Crafts activities include a popular weekly art class, a group of Weavers meets here every fortnight and we also have a voice coach holding singing classes on a regular basis.</p> <p>These groups make up our regular hirers and huge thanks go to them for their continuing loyalty - not only do they provide us with a regular income, essential for meeting our running costs and for budgeting for improvements, they also provide a range of activities for the community to enjoy and which helps us meet our objective as stated in our governing document.</p> <p>The hall also provides a venue for private celebrations and gatherings – birthday parties, christenings and funeral gatherings. Other charities hold fundraising events here – such as St Mary's Quiz &amp; Pudding evening held in November and Volt's coffee morning which hosted the excellent 'Linton Now &amp; Then' photo exhibition. We are grateful to those charities for making such good use of the hall.</p>

The committee itself also provides opportunities for get-togethers and entertainment within the hall. It is the venue for the Linton Lunch Club and, with a team of volunteers made up by representatives from Volt, St Mary's and the Village Hall, we keep the lunches running through the winter months from October through to March. In providing this opportunity for a get-together we rely on the support and commitment of a few additional helpers and in particular we thank Julie Houston, Denise Pegrum and Jo Broome for joining the team when possible and for providing such cheerful helping hands.

Our Events Co-ordinator, Clair Hodgson, has this past year provided many opportunities to enjoy live entertainment in the village hall, through her link with Arts Alive and through her brilliant music night events. More details to follow.

We continue to be a Polling Station for the area, not just for parliamentary elections but also for the Police & Crime Commissioner appointments, and during this year the hall was used on 2nd May and again on 4<sup>th</sup> July for this purpose.

So, our review of activities in the hall begins in November 2023, the beginning of our financial year, with the sparkling performance of 'Gertrude Lawrence – A Lovely Way To Spend An Evening' and one week later St Mary's provided entertainment by way of the ever popular Quiz & Pudding Night fundraiser.

We decorated the hall in early December and celebrated Christmas with our very merry Christmas Coffee Morning and the bumper Christmas Lunch.

Volt held a coffee morning and photo display in early January which proved hugely popular and later that month through Arts Alive we enjoyed Tortive Theatre's presentation of Shakespeare's Fool.

In February – another opportunity to enjoy live music with the band Whiskey River, a firm favourite at the village hall.

Swing for Paris performed 'gypsy swing' for us in March (and a quick plug – they are playing here again on 5 April) and The Almshouse Allstars played for us in April.

Remi Harris, acclaimed jazz and blues guitarist, returned to the hall in June, accompanied by Tom Moore, and proved as popular as ever.

Early July saw us taking part in the Linton Music Festival weekend and again a fantastic effort made by the Village Hall breakfast team. Our thanks go to Paul, Karyn and Denise for their incredible hard work. I hear reports of their good humour and boundless energy and I know that the breakfasts are one of the truly valued elements of the festival weekend. In fact, the morning shift on the cake tent can be quite disheartening – trying to encourage folk to buy a slice of cake only to be told they are too full up with the village hall breakfast! And thanks to Sally Boyland for being the committee's representative at this demanding catering service and for ensuring that the hall was left completely spick and span and ready to resume its normal activities again on the Monday morning. The Tea & Cake Tent once again excelled at providing wonderful

treats and refreshing cuppas – thanks go to everyone for their help, from the first steps of transporting and erecting the tent and its contents (when Ray, Ben Casson and Nigel Pealing kindly provide the much needed muscle), the generous support from our team of bakers in providing delicious cakes and to the teams of helpers that manned the tent throughout the weekend with such warmth and friendliness. And thanks must go to the Music Festival Committee – for all their hard work in putting on this massive event and without whom we would not be able to benefit from such an amazing fundraising opportunity.

Sadly, we have already been advised that due to difficulties with camping facilities the three-day weekend event will not take place this year.

In August we went ahead with our plans to install a new larger size projection screen and audio system. We have had some teething difficulties but are hopeful that we are on our way to resolving these problems and, with Nigel Pealing's help, are confident that the new system will provide a much enhanced audio/visual experience for our users. Many thanks to Clair for moving this project forward and to Nigel for persevering with the problem solving.

The village hall was the venue for St Mary's Dog Show, held on the bank holiday weekend in August.

On 31<sup>st</sup> of the same month we were invited to sell cake to the audience at The Alma's Summer Sessions. So once again the cake tent went up (with many thanks to Heather and Nigel Pealing for their repairs to the tent – it was very much more stable than in July!). This was a hugely successful event and was very well attended with record ticket sales being achieved. As a consequence it was a brilliant day for us and an awful lot of cake was eaten! Thanks again to all who helped and thanks go to Dan and Gemma for providing us with another fundraising opportunity and also for their very kind donation to the village hall.

September 21<sup>st</sup> saw Volt hosting the 'Linton Now and Then' presentation by Roger Davies in the village hall. A fascinating record of how the village and surrounding area has developed over the years.

And in October, another live music event when Filippo Dall'Asta performed for us, and on Sunday 13<sup>th</sup> St Mary's served up the annual Harvest Festival lunch in the hall.

One change that we are facing this year is the demise of the Parish Council's Recycling Café which has met at the hall on alternate months to help and advise on recycling and sustainability issues. The meetings took the form of a coffee morning so the loss of this group means that there is an opportunity for coffee mornings to again be held by the village hall team. A request to resume this service has been received and we are currently looking into this. We will, of course, be in touch with news once we have a program of events in place in which coffee mornings will no doubt feature.

However, if there is anyone who wishes to make use of the village hall as a

venue for a coffee morning, perhaps to raise funds for their own chosen charity, then do please let us know and we will do all we can to help you achieve this. In these particularly difficult times for charities we see this as a way of helping members of our community fulfil their own aims in raising funds for other worthwhile causes that may be close to their heart.

So, each month presents opportunities for the hall to be used as a venue for many activities, by many different users, and by providing a venue for hire the village hall has helped to provide our community with access to a range of health and fitness classes, craft classes, and local interest groups, be informed of local and national issues as well as a place to be entertained and to socialise.

We will be planning a programme of events for the coming year and already have dates reserved for live entertainment, so please keep an eye on the website and watch out for our online newsletter. This is where you will find details of Arts Alive presentations and music nights as well as other events that may be of interest. If we don't have your email address and you would like to receive our newsletter, please let us have your details at the end of this meeting.

Other news - Following incorporation of our charity we are now in the process of renewing the lease for the garden area adjacent to the village hall and are hopeful that this matter will be concluded in the near future. Meanwhile we have permission from the Diocese to use the garden for activities under our control so we are looking forward to Spring (and Summer) when we hope to make good use of this facility. The hectic days of the jubilee and coronation seem part of a distant past now and it seems to have gone quiet on the national events calendar but I am sure we can think of something to celebrate that will require a cream tea and a glass of prosecco!

In respect of maintenance of the hall, many thanks to Ernst Zillekens for being our Maintenance Officer. We have carried out work to renew the pointing of the front porch but continue to have problems with damp in the cupboard area and will need to take further action to remedy this. We have additional problems with damp at the Emergency Exit door and have recently received the third quote needed in order to reach an informed decision on how to proceed. Following a request for a handrail to be fitted by the steps leading to the road, we undertook this and a handrail is now in place. We are aware of a timing problem with the heaters in the hall and are exploring options to correct this. Please let us know if you are aware of any maintenance issues that need our attention.

And now a few thanks are due –

Thanks go to Nigel Pealing of VoLT for offering to help with D-I-Y tasks as and when they arise. This is very much appreciated.

Thank you also to Julie Houston for running the 100 Club for us so successfully. I know Julie uses this as a way of meeting newcomers to the village and spreading the word about 'what goes on' at the village hall. Many thanks Julie – we are very grateful.

Many thanks to Ian Hobson for maintenance of our website. Another task that goes on behind the scenes, and a great comfort to know it is in safe hands.

And thanks to Roger Davies for posting news and details of our events and spreading the word on our behalf.

This highlights that much of what we do comes about with the help of a team of volunteers who, whilst not committee members, generously give up their time. The support of enthusiastic friends and helpers means so much to us – so ‘thank you’ to you all. If anyone would like to join this team and volunteer some time do please let us know – we are always on the lookout for cake bakers and helping hands.

A thank you also for donations received – we are very grateful for donations. I may not know of all of them, as some take the form of returned 100 Club winnings and some contributions are anonymous, but can mention the generosity of the Summer Sessions and Light Up Linton and thank them for their support.

And a thank you to those who come along to our events – your support is much appreciated. We have loved seeing you here in the hall and hope that we have entertained you. Do let us know if you have any thoughts on entertainment or events that you would like to see in the village hall – we will give due consideration to almost anything!

The responsibility for ensuring that the hall is a safe, fit for purpose venue, that it pays due attention to maintenance issues and continues to improve the facilities it provides, that it operates within Health & Safety regulations and has the proper safeguards in place, that it meets the requirements of our insurance policy, that it has budgeted wisely and makes sensible financial decisions, ... all these tasks fall to the committee. Much of the work we do goes unseen. I would like to take this opportunity to thank my fellow trustees for all their time and efforts on behalf of the village hall.

And as always, a final word of thanks to those whose efforts kept the village hall going in the past, as without them we wouldn’t have this wonderful facility today. Times, and the hall, may have changed but our hall continues to be an active and relevant element of village life.

5. Treasurer's Report	<p>Paul Squires presented the financial accounts to the meeting.</p> <p>The Hall's finances remain healthy. Total assets at 31st October 2024 have increased slightly over the position 12 months earlier. Total funds in bank accounts are just under £65,400 with just over £40,000 held on deposit and around £25,000 in the current account. Cash Floats and Stock of wine and beer is shown in the accounts to a value of £668.</p> <p>During the year (in mid-June) the Linton Village Hall Committee charity (520967) was closed and all its assets transferred to the newly registered Linton Village Hall Trust charity (1203741). This new charity has identical aims and constitution but is a Charitable Incorporated Organisation which allows it to hold land and buildings. The charity commission has been passed all</p>
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information requested about this transfer and change of status. The committee of the new charity remains unchanged. The Secretary's report will also comment on this change.

The Income & Expenditure Account shows all details of monies received and spent during the year.

Income from Hall bookings was slightly lower than in the previous 12 months and income from the Linton Festival event was also lower. However, surpluses from Music and Drama events were nearly double than in the previous year as all events were well attended with good bar takings. Net income from the 100 Club was also slightly increased. Money was put on deposit for the first time and £852 of interest was earned which helped total income to reach £11,173.

Expenditure totalled £6,259 (previous year just over £8,000). Electricity cost less as the Hall utilised over payments built up in previous periods held by the supplier. The underlying cost of electricity is around £2,500 pa making it the most significant cost the Hall incurs. Cleaning and Insurance are also significant costs. Garden Maintenance costs were £435 but these are not shown as the invoice was received in December.

Overall, the surplus of income over expenditure on running the Hall was a very healthy £4,913. £4,000 of this has been transferred to the Property Refurbishment Fund. During the year repairs to the Porch and legal costs for advice related to the change in charitable status were made from the Refurbishment Fund.

At the start of the current financial year the Committee approved significant expenditure on upgrading the audio-visual system and a new stage backdrop system which was paid for in December. A new handrail for the steps from the road has recently been installed.

The outlook for 24/25 is likely to be a small deficit in the income & expenditure account because the Linton Festival will not take place this summer and so the Hall will not be able to benefit from the income from the breakfasts and cake tent. Even so, the finances should remain healthy due to the level of reserves we have.

Roger Davies questioned the small amount received for electricity from the coin meter. Paul confirmed that this figure (£177) is correct.

A copy of the accounts is available on the village hall website.

#### 6. Secretary's Report

Timothy Baldwin presented the Secretary's Report.

The committee have applied to the Charity Commission to close the Linton Village Hall charity (520967) with all assets transferred to the new Linton Village Hall Trust CIO (1203741)

The composition of the current Linton Village Hall Trust (CIO) Management Committee is as follows:

Chairman and Bookings Officer: Carol Wood  
Treasurer: Paul Squires  
Secretary: Tim Baldwin  
Maintenance Officer, Parochial Church Council and History Society Representative: Ernst Zillekens  
Media, Communications and Event Coordinator: Clair Hodgson  
New Trustee: Representative of the Weavers Group: Barbara Isle  
Co-opted independent member: Liz Davies  
Other Members: Sally Boyland.

**Meetings:**

Regular Meetings were held following the last AGM on 27th January 2024, at which a quorum of committee members was present on the following dates:

12 March

14 May

16 July

10 September

12 November including addressing accounts and consideration of budget in advance of AGM

**Additional EGM:**

28 November 2023 - with PCC (Adrian Newton, Charlotte Newton and Ernst Zillekens) to discuss their plans to modernise the church and to clarify possible impact on the role of the village hall.

**Charitable Status:**

We remain a registered charity under registration number 1203741 and an annual report is submitted to the Charity Commissioners.

As of the 26 June 2023 Charitable Incorporated Association ("CIO") application was accepted by the Charity Commission and the original Trust has transitioned from its un-incorporated status to a CIO including the process of transferring the legal ownership of the Hall to the CIO with an application filed on 31 October 2024 (CRM:0049021) for closure of the un-incorporated trust, with further submissions on the 6 December 2024 and we are awaiting the confirmation of closure by the commissioners.

In 2024 a pre – vesting declaration has been filed in respect of the transfer of legal ownership of the Hall from the Parish Council to the Linton Village Hall Trust CIO together with all of the other assets of the original Trust. We are waiting on the Land Registry to provide the title document.

The Committee has also entered into negotiations for a lease of the Garden area with the Church Diocese and at present the use of the garden area for events is still agreed until resolution of the lease issue is resolved.

Roger Davies asked if the change of status to an incorporated charity meant that the trustees are no longer financially responsible, and if the change means the trustees are protected. TB replied that this is correct.

7. Election of Officers and other members of the committee	<p>Having confirmed their willingness to serve for another year, all members of the committee were re-elected.</p> <p>Proposed by Roger Davies.</p> <p>Seconded by Teresa Squires.</p>
8. AOB/Questions	<p>Roger Barnes thanked Carol and the committee for their thoroughness and efficiency in all activities.</p> <p>Roger Davies advised that the 160<sup>th</sup> Anniversary of Edward Palin arriving in the village falls in November 2025. Edward Palin not only built the school but also paid for what is now the Committee Room from his own personal funds. Roger asked if there were plans to mark the occasion in some way and it was agreed that the committee would look into ways of celebrating this significant event. Roger was invited to discuss his thoughts further as his knowledge on this subject and input would be most welcome. Other events of note were mentioned, including the 80<sup>th</sup> anniversaries of VE Day in May and VJ Day in August and this year being the 250<sup>th</sup> anniversaries of the birth of Jane Austin and of JMW Turner. All of these events were welcomed for consideration by the committee who would meet shortly to plan an events calendar for the year.</p> <p>John Foley enquired if the hall is registered with utility companies and does the Hall still receive wayleave for the electricity. PS answered 'no' to the former and 'yes' to the latter.</p> <p>Nigel Pealing proposed a 'big vote of thanks' for an active committee operating efficiently through the difficult transition of the charity's status. CW thanked him for his kind words and support.</p> <p>A short 'film' of photos taken from events at the hall during the last reporting year was shown by CH who thanked the audience for their continued support at events, and encouraged everyone to please continue.</p> <p>CW closed the meeting at 11.00am</p>