



AGM 2024

Tuesday 4th June 2024
7pm

AGENDA

- Welcome, Introductions & Apologies
- Minutes of previous AGM
- Trustees' Report
- Financial Summary
- Highlights & achievements
- Future Plans
- Community Feedback
- Volunteer Recognition
- Appointment of committee members
- Close of Business

THE
Hub

Huntingfield, Heveningham
and Ubbeston Village Hall

WELCOME

- Welcome
- Introductions & Apologies
- Minutes of previous AGM

THE
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and Ubbeston Village Hall

TRUSTEES' REPORT

- Thank you to our supporters, former Trustees and Staff Members.
- Return to voluntary support.
- Automation of Booking system and implementation of processes.
- Looking forward, building on community support & fundraising opportunities
- Building new business through regular classes and events.



RESERVE ACCOUNTS

RESERVE ACCOUNTS		
Seniors	£	1,191.87
Redecoration	£	5,003.34
Jubilee	£	66.13
Interest	£	100.65
The Hare	£	21.40
Youth Project	£	1,079.51
Theatre grp	£	2,688.09
Hev & Ubb VH	£	2,935.69
	£	13,086.68

FINANCIAL SUMMARY

		Accounts 2023-24		Budget 2024-25	
		Income	Expenditure	Income	Expenditure
Discontinuing Accounts					
	3 Villages Youth Project	£1,508	£1,757		
	Hare	£1,995	£1,548		
		£3,503	£3,305		
Income					
	Donation & Grants (Warm Welcome)	£401	£425		
	OFGEM RHI Payments	£2,265		£2,000	
	Fund-raising (Brunch etc.)	£1,087	£35	£1,500	
	Hall Hire	£7,633	£1,389	£9,000	£1,500
		£11,386	£1,849	£12,500	£1,500

FINANCIAL SUMMARY

		Accounts 2023-24		Budget 2024-25	
		Income	Expenditure	Income	Expenditure
Outgoings					
	Insurance		£1,286		£1,500
	Maintenance		£5,379		£4,500
	Utilities (electricity, water, phone)		£3,920		£4,000
	Wages (admin, caretaker, cleaning)		£8,639		£1,500
	Costs of fund-raising		£652		£500
	Costs of Hall hire (Supersaas, GoDaddy)		£451		£500
			£20,327		£12,500
Accounts Totals		£14,889	£25,481	£12,500	£14,000
Income Task (break even)		£10,592		£1,500	

BANK ACCOUNT



Bank Account on 31/3/2024		
	Current Account	£2,577
	Savings Account (reserves)	£13,087
		£15,664



INCOME TASK

Proposed Additional Fundraising Activities			
	September Craft Fair, Tombola etc		£300
	October/November Fundraiser		£400
	Parish Council meetings; 15 @ £5		£75
	New class eg Yoga; 20 @ £15		£300
	Afternoon Talks; 5 @ £50		£250
	Early Spring event		£200
			£1,525

HIGHLIGHTS & ACHIEVEMENTS

- Jane joined the team
- Improved the website
- Coronation Celebrations
- Hub Brunch continues to thrive.
- Automation of Booking system and implementation of processes.

FUTURE PLANS

- Recruit Trustees & Volunteers
- Fundraising Focus (grants / philanthropy / gifts and donations / events)
- Maintain voluntary management / running of the Hub
- Increase prices by c. 25% starting in August
- Hub promotion as a venue locally.

COMMUNITY FEEDBACK



WE NEED YOUR HELP



VOLUNTEER RECOGNITION

- The Trustees wish to thank those who have given their time to help with the running of the Hub in the last year
 - Departing Trustees Ken and Sara
 - Caretaker and cleaner Alex
 - Brian and Geoff maintenance
 - Brunches Mel, Sheila, Ginny, Chrissie, Janet, Jeanette

APPOINTMENT OF COMMITTEE MEMBERS



- Confirm current Trustees are willing to continue
 - Chair
 - Treasurer
 - Secretary
- New Trustees
- New Volunteer Members





CLOSE OF BUSINESS

TO FOLLOW MILLENNIUM GREEN AGM...

