Thank you all for taking the time to join us for this Annual General Meeting of The Shamley Green Village Hall known as Arbuthnot Hall.

**Progress**

Tonight we will report to you on the progress we have made over the past year and update you as to our plans for the year ahead. Your interest and support is hugely important to us, not only by attending this meeting, but also throughout the year in the life of the Arbuthnot Hall.

**Finances are Satisfactory**

I am very pleased to report to you that in the financial year to 29 February 2024 we increased our annual operational income whilst carefully managing costs to a point where we are meeting our operating expenses before all donations. This is a milestone on the path to ensuring financial sustainability.

Assisted by donations received and for the first time recovering Gift Aid thereon we generated an additional £53k of income over and above our net operating income.

Accordingly I can confirm the financial position of the charity for the year in question is satisfactory. A full report on this will be presented in the agenda below.

**Expand the use of the Hall as a Community Hub**

A key focus for us as a management team is to look at ways we can increase the diversity of activities at the hall in order to meet the needs of a greater range of people within our village to become a community hub.

Below is a chart showing how the hall was used in the calendar year to 31 December 2023.

Pi chart

In terms of occupancy of the hall this represents a 29pct rate excluding use of the car park stand alone hiring ie school buses and caterIng. This is creditable but we can do more.

In March we held a brainstorming session for the management team together with some additional people from around the village who help at or are actively involved with activities at the hall. This is the catalyst for us to explore this topic further.

**Hall Managed Events and Marketing**

A key part of our energy has been spent on ways we can promote the use of Arbuthnot Hall. This evening you will hear from Lyn Barber of our events team about the series of highly successful events and initiatives that we have held with the help of many people from across our community. Further you will hear about our new and exciting plans for the coming year.

**Property Development**

In February this year we presented to the village our proposed plans for the development of the hall, which are still to be found on our website, whilst around the hall this evening there are a number of the drawings we presented on that night. As a Management Committee we are excited by these plans which our Architect, Lytle Associates have put together and we are greatly encouraged by the very positive feedback that we have received from the village.  
  
The Property Team continue to put a significant amount of work into this project. A more detailed update will be given tonight as an item on our agenda. Our ability to achieve a positive planning outcome in the coming months is a key objective. Allied to this is to ensure we can deliver a fully costed project that meets our objectives of the development for which we can raise sufficient funding.

**Fundraising**

The Fundraising Team has also been working hard on which Jim Drummond will give us an update. I would like to record our thanks to all who have donated to the hall in the past year either directly or by becoming a Friend of Arbuthnot Hall. This has funded our ability to obtain planning approval. Over the coming months our need to raise further funding to successfully complete the development project is key.  
  
I would like to record our thanks to the 200 club, which is a lottery run separate from the Hall Charity, managed by Alan Pavia Neil Harding and David Blake who together with all its members have provided and continue to provide a valuable contribution to the hall and its income.

**Governance**

Governance is a vital part of any charitable organisation. Fiona Cameron will tonight present the key areas on which we have focused in the past year together with other aspects that we continue to work on.  
  
Alcohol Licence - as I believe we are all aware, Penny Hodgson has been the 'Designated Premises Supervisor' for the hall for many years which has been invaluable for so many events at the hall. She has always given of her time freely sharing the benefit of her knowledge with us. Penny a few months ago advised that she wanted to spend more time with her family and step back from this role. Accordingly I would like to record my and the entire Management Committee's and indeed the whole village's **thanks to you and would like to present you with a small token of our appreciation.**  
  
Over time the law regarding the licencing of alcohol has changed which now permits us as a Management Committee to hold a licence for the supply and sale of alcohol at the hall. As part of the agenda tonight Fiona Cameron will give a short presentation of the key features of this new arrangement.  
  
**Bank Account**  
At the last AGM we advised that the Investment Managers on behalf of CAF had given notice to terminate and liquidate all the investments that charities held with them. We have therefore converted all our investments to cash which is held by our sole banker CAF Bank Ltd. As a depositor we are protected by the FSCS depositor protection scheme which guarantees the repayment of any deposit to any party up to a value of £85,000.  
  
In order to diversify the providers of banking to the charity, tonight, there is a proposal to amend our Constitution to allow us to open an account with any UK Regulated Bank. The first we have identified is with HSBC UK Bank PLC. As an aside to this the Management Committee will be adopting a policy to review its banking arrangements no less than annually.  
  
**Looking at a change in Governance**  
The Shamley Green Village Hall known as Arbuthnot Hall is a Charitable Trust governed by a Deed dated 1966. This had minor amendments in the 1980's. Over arching this is the Charities Act. In recent months the Management Committee have commenced questioning whether our charity is best served by the current structure. Accordingly a work stream has started to evaluate the benefits of changing and updating this governance. Any recommended changes will be brought back to a subsequent AGM or EGM of this Charity.

**Management Committee**

As a Management Committee we have operated since the last AGM with the following:

**Elected Members - Trustees - Voting**

Paulina Bayliss - Secretary

Fiona Cameron

Lucy Camsey

Chris Howard

Jon Watson - Chair

**Representative Members - Trustees - Voting**

Jim Drummond - Cricket Club

Lindsey Slater - SGVA

Mike Band - Wonersh Parish Council

Tim Harlow - Fete Committee

**Co Opted Members - Trustees - Voting**

Alastair Hilton

Gill Morris - Treasurer

**Associate Members - Non Trustees - Non Voting**

Aurelle Tomkins

Lyn Barber

**In Attendance**

Ali Bull - Hall Manager

To be efficient we continue to operate in working groups in respect of Finance and Governance, Property, Marketing and Communications, with Events now as a individual team and Hall Operations. These groups report back to the Management Committee where decisions are made.

**Growth Time and Resources**  
As you will see tonight the current Committee has achieved much over the past year (and going back over the previous two years before that).  
  
As a Charity we are growing and we are a comparatively small team of volunteers. Currently we are finding in a number of aspects of what we do that our ambition needs more management time and resources than is available. As a result we are too thinly spread resulting in timelines being extended or we simply only focus on our priorities with other ideas and opportunities being let go.  
  
Significantly, a recurring theme in the guidance given by key major funders such as National Lottery, Surrey County Council, Your fund and others is that they want to see the benefit to the community where they give their support. Primary focus is on inclusion, diversity and sustainability in every sense that benefits the whole of a community where they make grants available. In our case, for us to demonstrate that we, through their support, will have a fantastic building is not enough, it is how we use this asset for the benefit of our whole community and what changes and enhancements we will make in the operation of the hall, that will likely determine our success in raising significant amounts from these donors.  
  
These sound great and noble ambitions. However to actually deliver this requires a greater level of resources than the existing team currently have  
We will therefore be looking to identify how we can attract and engage more people to help us on our journey. It does not necessarily have to be as a member of the Management Committee or sit within the teams we mention above. It could be to give us the benefit of your ideas, knowledge or enthusiasm. We would love to hear from you.

**Thank You**

Gill Morris who has been our Treasurer since March 2023 has given notice that for personal reasons she wishes to step down as our Treasurer. Very kindly Gill has agreed to stay in post for a while to allow us time to identify a suitable replacement. If you or you know anyone who may be interested in taking up this role I would be delighted to hear from you.

As ever we continue to benefit from having Ali Bull as our Hall Manager, with of course Jan Hawick keeping the hall clean. Thank you to you both for helping to ensure the hall is a safe and welcoming place for all users.

I would also like to thank a number of people who have helped us over the past year, be it; sharing their thoughts ideas and expertise, help run an event at the hall or just wash up!! Such help is invaluable and makes a real difference to us as a management team.

Finally I would like to thank the entire Management Committee for their help and support. At times the journey we are on at the Arbuthnot Hall seems challenging however if you look at what we have achieved in the past, and what we can deliver in the future, it is very exciting so that we retain the 'Arts and Crafts' heritage of the Hall and securing it as a community asset for future generations.

Finally thank you for joining us tonight and please if you have time to join us for a glass of wine we would love to talk with you afterwards and get your feedback.  
  
Jon Watson  
  
Chair

15 May 2024