

Chairmans Report to AGM - 28 March 2022

1. Welcome and Introductions

Good evening and thank you for coming.

I'd like to welcome you to the Annual General Meeting of the Wolverley Memorial Charitable Trust (formerly the Wolverley Memorial Hall Charity)

This is the first public Annual General Meeting that we have held since 2019 because of the restrictions imposed by the Pandemic and so we will cover the 2019 and 2020 financial years tonight.

We will hopefully be back to a normal timetable for the 2021 year with the Annual General Meeting for 2021 planned for September this year.

It will be advertised with plenty of notice when the actual date is confirmed.

We are having to catch up a bit after the Pandemic, so It may feel that some of the things we are required to report on tonight are a bit dated but we will try and make up for that in the Forward Look section later on the agenda.

This meeting is a meeting of the Charity Trustees, held in public for the residents of Wolverley.

This AGM reports on the activities and financial statements of the Wolverley Memorial Hall Charity and the new Wolverley Memorial Charitable Trust following its merger with the former Charity on 23 June 2020.

2. Approval of minutes

Firstly, we need to formally approve the minutes of the 2018 AGM held on 8th April 2019, which were ratified by the Trustees at their meeting on 10 June 2019.

Are the Trustees happy to formally approve them?

Approved

Thank you

A copy of the minutes is available if anyone wants to see them

3. Annual Reports 2019 and 2020

I will now report on the 2 years covered by this AGM

Firstly 2019

Whilst some of the Hall's normal activities and fundraising events were constrained by the Covid '19 lockdowns and Government imposed restrictions; a lot was achieved.

I'm pleased to report that we managed to keep the Children's Play Area open for most of the period affected by the Pandemic. I'd like to thank the Wolverley and Cookley Parish Council for its financial assistance with the additional disinfecting costs.

The majority of the sports and fitness classes (martial arts, yoga, pilates) continued in the hall, albeit with reduced numbers. Unfortunately, the impact of Covid reduced the number of children's and adult parties and other private hires.

Following the decision at the 2018 Wolverley Memorial Charity's AGM to modernise the charity and change its legal form to a Charitable Incorporated Organisation (an incorporated charity), we were able to finalise the registration of the new Charitable Trust in 2019.

Some of you will remember that at the last AGM in April 2019 we were waiting for a response from the Charity Commission to our application which we had submitted in November 2018.

I'm pleased to say that the registration of The Wolverley Memorial Charitable Trust was confirmed by the Charity Commission on 13 June 2019.

The change of the legal form of the Charity has not changed its purpose which goes back to the original 1961 foundation agreement which can be summarised in 2 sentences:

- to provide village hall and recreation facilities, for the benefit of the residents of Wolverley and
- to retain the Hall as a memorial for those from Wolverley who died in the service of their country

The main activities in delivering those charitable objects continue to be:

- The provision of the Hall and grounds for sport, the arts and recreation, and for hire by local residents for functions and parties.
- The provision of a children's play area.
- The sub-letting of parts of the grounds for tennis, bowls and the village social club.
- Fundraising for the upkeep and maintenance of the charity's assets.
- A project for the future development of a new community facility incorporating all the activities on the Memorial Hall site. "The Wolverley Memorial Project".
(Richard will say more about this later under agenda item 8)

Before we move on to the performance against the objectives, we set for 2019, I would like to take this opportunity to publicly express my thanks to a number of Committee members who retired over the last 2 years.

Firstly, to Peter Smith, ("Mr. Memorial Hall") who was President and acting Chairman of the Charity who retired at the last AGM after 45 years' service

To Malcolm & Beryl Hazlewood who served as Vice Chairman and Treasurer respectively and were committee members for many years

To Jo Hardwick who was the Charity's Secretary, committee member and active volunteer, who sadly passed away in October 2020

And to committee members Jo Phipps, who was also the Hall's Booking Officer for a number of years and Jan Hodgson.

The Charity is heavily reliant on the work of Trustees, Committee Members and volunteers and their contribution in man/ women years is vital to the ongoing work of the Charity.

I'd like to take this opportunity to thank them in public.

I would also like to thank Charles Sherrey, who acted as independent examiner for the Memorial Hall Charity's financial accounts for many years.

As in previous years, I would also like to express the Charity's appreciation to TG Hardwicks for cutting the grass on the playing field, the Parish Council for its annual grant and the District Council for providing the Charity with total business rate relief.

All this helps in meeting the costs of maintaining the Hall, the Children's Play Area, the playing field and grounds.

As well as continuing with its normal activities, the first 6 months of 2019 were used as a set-up period to establish the new Charitable Incorporated Organisation.

This work included the recruitment of additional volunteers and appointing nominated Trustees from the Wolverley Tennis Club, The Sports and Social Club, the Parish Council and the Wolverley Village Players (who perform the very successful annual Village Pantomime in the Hall).

I'm pleased to report that the two key strategic objectives we set for the first 6 months of the new Charity in 2019 were achieved

They were:

1. to establish the New Charitable Incorporated Organisation
2. to work in conjunction with the Memorial Hall Charity on the merger of the two charities, including the transfer of assets & liabilities prior to the merger with the former charity.

[PAUSE]

I will now report on 2020

The Charity's activities in 2020 were also significantly impacted by Covid '19 and the Government restrictions that were applied.

These restrictions adversely affected the Charity's aim to broaden and extend the use of the Hall by more organisations and individuals

The Charity adjusted its strategy for the year to take account of the pandemic and focussed on 4 key objectives:

- to continue to make available its facilities within a Covid '19 secure environment when Government restrictions allowed.
- to complete the merger with the Memorial Hall Charity, including the transfer of assets & liabilities prior to the closure of the former charity.
- to carry out essential repairs to the Memorial Hall, addressing the major operational risk identified by the Trustees and
- to explore opportunities for Grant funding

Taking the performance against each of those objectives in turn, I can report that:

The Charity was able to continue to make available all its facilities in Covid '19 secure environments for the majority of the year other than when full "Government lockdown" was in place.

This ensured the community assets were available for local residents, providing some relief and comfort in unprecedented circumstances but this did result in additional costs being incurred, which were met by the Charity with support from local and national Covid '19 Grant funding.

The sports and fitness classes continued in the hall with reduced numbers when required by the regulations but the number of hires for Children's and adult parties were again adversely impacted by the Covid 19 restrictions.

The merger of the Charities was completed on 23 June 2020.

A recurring theme in the minutes of previous Charity's Annual General Meetings has been the deterioration of the Hall - a timber framed building, built in the 1960s - and the increase in costs associated with its repair and maintenance.

Also feedback from users of the Hall was that the internal environment was becoming increasingly unattractive to hirers.

The Trustees acknowledged that the principal risk facing the charity was the age and poor condition of the Hall, which was nearing the end of its useful life.

Despite the work of volunteers in "patching and mending", more leaks were appearing in the roof, more damp was coming through the walls and repair costs to the timber framed building were escalating year on year.

The electrical wiring also needed upgrading to comply with modern health and safety standards.

The Trustees realised that the charity's own funds were going to be insufficient to meet the cost of the urgent refurbishments required to ensure that the Memorial Hall could stay open until the planned development of a new community facility incorporating all the activities on the Memorial Hall site could take place.

We used the "lockdown period" to apply for external Grant Funding in order to meet the costs of the urgent electrical compliance work and the roof refurbishment.

In April 2020, we were successful in obtaining a Grant from The Ibstock Enovert Trust of £10,390 to complete the essential electrical compliance work.

In June 2020 we obtained approval for a further grant of £40,500 from The Enovert Community Trust for urgent roof repairs.

The conversion of all the flat roofs to pitched roofs and the over-cladding of all the old roofs with fabricated metal sheeting was completed in April 2021.

This work significantly improved the Memorial Hall environment and reduced repair, maintenance and heating costs.

At this point I'd like to thank the volunteers who worked with the contractors in making and installing the trusses for the new pitched roofs.

I will say more about the Hall refurbishment later but I will now ask Michelle to report on the financial accounts for 2019 and 2020.

4. Accounts for 2019 and 2020

See AGM Finance Report

We now come to the appointment of the Charity's Trustees.

The Charity has 2 groups of Trustees – Nominated and Elected Trustees

5. To note the appointed Trustees

Firstly, we are required to note the appointed Trustees.

The Constitution of the charity allows for a maximum of 6 appointed Trustees. Those are the Trustees that are nominated by what are referred to as user bodies – that is organisations that are supportive of the Charity's objectives. Those individuals continue in office unless changed by the nominating organisation.

The current Trustees who have been nominated are
Bernard D'Arcy (Wolverley Sports and Social Club)
Andy Gould (Wolverley Village Players)
John Hart (Wolverley and Cookley Parish Council) and
Robert Lawrence (Wolverley Tennis Club).

Those Trustees are duly noted and will continue in office

6. The Election of elected Trustees

We now come to the election of those Trustees who are elected

The Constitution of the charity allows for a maximum of 7 elected Trustees

Elected Trustees who have agreed to continue and are recommended for re-election by the Charity Trustees are

Michelle Hire

Richard Millner and

Me (Graham Wallis)

Can I have your agreement to confirm their re-election please ?

Agreed

Thank you

We are always looking for volunteers who feel they can contribute their time and skills to the Charity and may wish to join the committee or to become a Trustee. If anyone is interested, please contact me or one of the other Trustees at the end of the meeting and we can explain the process.

We will now move on to Agenda item 7 - the appointment of the Independent Examiner for the Charity's accounts.

As a charitable body of our size, we are required to have the accounts examined by a suitably qualified person who is independent of the Charity.

7. The Appointment of the Independent Examiner for the Charity's Accounts

A.D. Palfreyman Accountancy and Taxation Ltd, Bewdley carried out this task for the 2020 accounts and the Trustees have appointed this company to carry out this service again for the 2021 financial year.

Agreed

8. Report from the Wolverley Memorial Project Group

The next item on our agenda is the report from the Wolverley Memorial Project Group

I'll now pass over to Richard Millner, the Chairman of the Project Group to give his report.

[See Report from the Chairman of the Wolverley Memorial Project Group](#)

Thank you, Richard,