



**SMARDEN CHARTER HALL**  
**Annual General meeting**  
**Dadson and Turner Rooms**  
**Saturday 14<sup>th</sup> June 2025 10.30AM**

**MINUTES**

Prepared by Clare Walton  
Please forward any amendments to  
[clare@trusteecharterhall.co.uk](mailto:clare@trusteecharterhall.co.uk)

1. Present:

- Geraldine Dyer (Chair)
- Mike Barkway
- Mark Bickerton
- Brian Bristow
- Annie Jeffrey
- Carly Mitchell
- Clare Walton
- Angela Wilson

Swarden Residents:

- Carol Barkway
- Corinne Bickford
- Robert Turner

Apologies

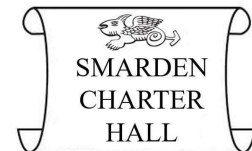
- Lou Gibbs
- Adam Green
- Paul Ryan

2. Welcome:

Geraldine welcomed everyone to the Annual General Meeting, and noted the apologies that had been received.

3. Minutes:

The minutes of the Annual General meeting held on 22 June 2024 were noted and accepted.



4. Report from the Chair:

Geraldine began by introducing the trustees of the hall. The trustees now number 10.

There are several changes noted to have occurred since the 2024 AGM. Three trustees (Sue Williams, Roger Craig and Fran Lester) have stepped down, and three new trustees (Annie Jeffrey, Carly Mitchell and Clare Walton) have filled their vacancies.

The previous administrator of the hall (Caroline van den Born) resigned and since January 2025 the role has been filled by Louisa Gibbs, very successfully.

Geraldine welcomed the new members of the management team.

The installation of a key safe has allowed for regular hirers to access the hall without the aid of a trustee to provide access. After some initial teething issues the system now seems to be working well. Trustees are still opening the hall for one-time hirers.

Regarding the hall's financial situation, the 2024 report explained the measures taken to address the financial difficulties faced in 2022/2023 as a result of Covid, high energy prices and reduced bookings. Sharing the situation with the village community resulted in very generous responses of donations and fund raising.

Increased funds allowed for the installation of new water heaters and the increased efficiency of the boiler, which has reduced the hall's running costs significantly.

At the April 2025 Budget Committee meeting the indicative budget for 2025 was considered. The reserves, marketing, fundraising and improvement projects.

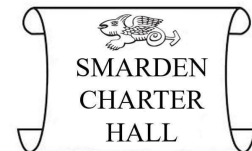
The hall now has healthy reserve funds, and provide scope for some small improvements to be made. Reserve funds will be preserved for unforeseen circumstances. The trustees are quietly optimistic regarding the Hall's financial position, but never complacent.

The Trading account, expenditure and income is in balance.

The trustees will continue to fundraise, to ensure the trading account remains healthy.

Improvements to the hall are now able to be considered, and the trustees are considering the priorities. It is necessary to ensure that the hall remains attractive, and that facilities are maintained and updated where necessary to attract hirers.

Hire charges were not increased for 2025, however a restructure of tariffs is proposed for implementation in 2026 to make costs more transparent.



### *Fundraising:*

There have been four major fundraising events arranged by local residents since the last AGM:

#### The Big Bid:

Hosted by Alex & Marilyn Ferris, the Big Bid was held in aid of the Charter Hall and Macmillan Cancer Support. It was an immense undertaking involving numerous village residents, and Hall trustees played a major role. The event was a great success and made £10 000 for the Charter Hall.

#### Elton John Tribute evening:

Natasha Hartfield-Kemp arranged a lively evening with an Elton John tribute act. It was a fun evening, resulting in £1 400 being raised for the Hall.

#### Spring Fair:

Barbara Marchant arranged a Spring Fair, with the help of the trustees. 25 stalls were present, with a wide array of offerings. £1 040 was raised.

#### ABBA tribute evening:

Natasha Hartfield-Kemp arranged another tribute evening- this time featuring the music of ABBA. This proved to be another lively evening, resulting in £1 155 for the Hall.

The annual Charter Hall lottery has raised £1 100 this year.

Village fundraising efforts have totalled more than £14 000 in the past 12 months.

### *Bookings:*

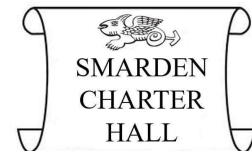
Booking have increased, however they are still not at pre-Covid levels.

TODS (Tenterden Operatic & Dramatic Society) have once again used the hall for one of their productions. This is a very financially rewarding arrangement for the hall. They have already booked for two events in the coming year.

The hall has also hosted several elections, which financially benefits the hall.

The Trustees would like to take this opportunity to thank most sincerely those individuals who have generously given their time and efforts to support the hall, particularly noting the following:

- Alex and Marilyn Ferris
- Natasha Hartfield-Kemp



- Barbara Marchant
- Sharon Maiden
- Members of the Monday Morning Drop In (Particularly Gill and Les Bromley, and Kim Marsh)

Also, the village clubs and societies for their loyalty, and all the individuals who keep the Hall running.

Thanks go to Louisa for her efforts with the hall administration, Natalie Green who keeps the hall clean and inviting, Mark Rogers who ran the Hall website until January 2025, Lynne Walton and the WI Ladies for their efforts with the Hydrangeas, Marcus Palmer (former trustee) for his help, advice and support whenever needed, and Louis Green for late-night caretaking.

Thanks are extended to the Hall Trustees who volunteer their time and energies to the running of the Hall. They are the lifeblood of this invaluable village resource. It is a great team.

5. Adoption of Annual Report and Accounts for the Year ended 31 December 2024

The report of the trustees and the Unaudited Financial Statements for the year ended 31 December 2024, which has been approved and signed on behalf of the Trustees, are adopted.

6. Trustees:

It is noted that the Constitution has provision for up to six Trustees to be elected at the Annual General meeting, and that those Trustees can then co-opt further people to the management Committee as Trustees.

It is resolved that the following Trustees be re-elected:

Geraldine Dyer, Mike Barkway, Brian Bristow, Mark Bickerton, Paul Ryan and Angela Wilson.

It is further resolved that the above Trustees are authorised to approve the co-opting of the following persons to the Management Committee as Trustees:

Adam Green, Annie Jeffrey, Carly Mitchell and Clare Walton.



7. Auditing:

The Trustees are required to have the accounts independently reviewed, and it is resolved that My Glynis Dance of Orchard Business Limited be re-appointed Independent Examiner.

8. Any Other Business:

There being no further business the meeting closed at 10.50am.

-END-