



Aberffraw Village Hall Management Committee

Annual General Meeting (AGM) Minutes

Date: Wednesday 8 July 2026

Time: 6.30 pm

Venue: Aberffraw Village Hall



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1. Welcome and Introductions

The meeting was opened by Sara Spinks, Chair and Treasurer, who welcomed everyone to the Annual General Meeting.

2. Present

Committee Members

- Sara Spinks (Chair & Treasurer)
- Barry Owen
- Ellie Smith
- Keith Woods
- Allen Roberts

Also Present

- Anne Jones (Medrwn Môn)
- Members of the community

3. Apologies

- Chris Topps
- Nia Roberts

4. Chair's Report

Sara Spinks delivered the Chair's Report, providing a comprehensive overview of the work undertaken during the past year. She explained that there were no minutes available from the 2025 AGM, but emphasised that the Committee has since introduced much stronger governance arrangements. Updates, reports and key documents are now published on the Village Hall website to improve openness and transparency. Residents who are unable to access information online are encouraged to speak to a Committee member, such as Allen Roberts, who will be happy to provide information or clarification.

Sara highlighted the significant progress made over the past year in rebuilding confidence in the Village Hall and strengthening governance. This has included:

- introducing robust financial management and improved booking systems;
- producing regular financial reports and reviewing direct debit arrangements;
- developing essential policies and procedures to ensure the Hall operates in accordance with current legal and charity requirements;
- pursuing grant funding to address long-standing improvements to the building;
- providing clear leadership, vision and strategic direction for the future of the Hall.

Sara thanked **Medrwn Môn** for their continued support throughout the year and welcomed **Anne Jones**, who was present at the meeting.

She also thanked **Glenys Stallard** for her many years of dedicated service to the community, including her contribution as a member of the Village Hall Committee.

Thanks were also extended to **Claire and Tracey** for their continued support, particularly for their assistance with the Warm Spaces initiative.

Allen Roberts thanked Sara on behalf of the Committee and community for her exceptional commitment, hard work and leadership, recognising the significant amount of work undertaken to establish sound governance, secure funding opportunities and develop a clear vision for the future of Aberffraw Village Hall.

CHAIR'S ANNUAL REPORT 2025–2026 – as reported to meeting

Annual General Meeting – Wednesday 8th July 2026

It has been a significant and transitional year for Aberffraw Village Hall.

In September 2025, Sara Spinks joined the Committee as Treasurer during a period where the Hall was facing a number of organisational and operational challenges. Since that time, work has taken place to stabilise key areas of the Hall's operation, strengthen governance arrangements and begin rebuilding community confidence and engagement. Sara later took on the role of Chair in order to support the ongoing development and relaunch of the Hall.

During the past year, the Committee has focused on rebuilding the foundations needed to support the future sustainability of the Hall as an important community asset for Aberffraw and the wider area.

Following a period where Hall usage and activity had reduced considerably, work has taken place to improve organisation, strengthen governance arrangements and re-engage with the local community and partner organisations. The Committee has worked to stabilise core operational matters, including

banking arrangements, caretaker arrangements, hall maintenance, bookings management and general administration.

Significant work has also taken place to improve governance arrangements and ensure that the Hall is operating in line with charity governance expectations and wider legal responsibilities. During the year, work began on reviewing and updating governance documentation and developing a full suite of policies and procedures required for the effective and lawful operation of the Hall, including policies relating to safeguarding, finance, health and safety, equality, data protection and wider operational management.

With support and guidance from Medrwn Môn, the Committee also began reviewing and modernising the Hall's Constitution in order to strengthen governance arrangements, clarify roles and responsibilities, support transparency and ensure that the governance framework reflects current charity governance expectations and the future needs of the Hall. The Committee has also focused on ensuring that the Hall is working towards full legal and regulatory compliance appropriate to a registered charitable community facility.

Community engagement and relaunch planning have been another important area of focus during the year. The Committee recognises the importance of ensuring that the Hall reflects the needs and interests of local residents and provides activities and opportunities that encourage greater participation and community use. Work is currently underway on a bilingual community survey to help shape future priorities, activities and development opportunities.

Alongside this, the Committee has begun developing a Strategic Development Plan to support the longer-term sustainability of the Hall and help guide future improvements, funding applications and community development opportunities.

The Hall has continued to support local activities and bookings throughout the year, including exercise and wellbeing sessions and wider community use. The Warm Spaces programme, supported through grant funding, provided an important opportunity for local residents to access a welcoming community space during the winter months and helped encourage renewed use of the Hall.

The Committee has actively pursued external funding to support the future development of Aberffraw Village Hall. We were delighted to secure a £5,000 grant from the Cymdeithas Elusennol Essential Fund towards essential improvement works, and a further application has been submitted to the Welsh Church Fund. Alongside this, we have continued to build relationships with local organisations, activity providers and community partners to help maximise opportunities for future funding, activities and community use of the Hall.

The Committee recognises that significant challenges remain. Rising operational costs, limited regular income and the need to increase community usage continue to place pressure on the long-term sustainability of the Hall. However, the Committee believes that positive progress has been made during the year and that there is now a clearer foundation for future development.

The Committee would like to thank everyone who has supported the Hall during the year, including volunteers, local residents, activity providers, partner organisations and community groups. Particular thanks are extended to those who have contributed time, energy and practical support to help maintain and develop the Hall during this period of rebuilding and transition, most especially Glenys, who recently retired after many years of service (Diolch Glenys!), and Clare & Tracy for their amazing help with Warm Spaces.

The Committee remains committed to ensuring that Aberffraw Village Hall continues to serve the community for future generations and looks forward to working with local residents to help shape the next chapter for the Hall.

5. Financial Position and Future Sustainability

Sara advised the meeting that the Village Hall continues to operate with a financial deficit. While grant funding has enabled improvements to begin, the long-term sustainability of the Hall will depend upon:

- increased community use of the Hall;
- more regular activities and events;
- additional volunteers joining the Committee and supporting projects;
- continued fundraising and grant applications.

The results of the recent community consultation have already been used to produce a Strategic Development Plan and prioritised Action Plan. Sara explained that these provide a clear roadmap for the future, but their successful delivery will rely upon greater community involvement and volunteer support.

Treasurer report – as presented to the meeting:

Aberffraw Village Hall- Treasurer's Report

Annual General Meeting – 8 July 2026

Financial Year Ended 31 March 2026

I am pleased to present the financial report for Aberffraw Village Hall for the year ended 31 March 2026.

During the year, the Management Committee continued to maintain and operate the Hall as a valued community facility, supporting a wide range of activities, events and local groups. Particular focus has been given to strengthening governance, improving sustainability and planning future improvements to the building.

Income and Expenditure

Total income received during the period amounted to **£3,142.20**.

Total expenditure during the period amounted to **£5,582.49**.

Summary	Amount (£)
Income	3,142.20
Expenditure	(5,582.49)
Net Movement in Recorded Funds	(2,440.29)

Funds Held

The Hall holds funds in both a Charity Account and a Business Money Manager (BMM) Savings Account.

Account	Balance at 31 March 2026 (£)
Charity Account	2,083.07

Account	Balance at 31 March 2026 (£)
BMM Savings Account	2,501.94
Total Funds Held	4,585.01

Grants and Funding Successes

The Committee has worked hard throughout the year to secure external funding to support both community activities and improvements to the Hall.

During the winter months, Aberffraw Village Hall successfully secured £1500 funding through **Medrwn Mon for Together Over Winter**, enabling the delivery of a weekly warm hub that provided refreshments, activities, companionship and wellbeing support for local residents. The programme was well attended and demonstrated the important role the Hall plays in supporting community wellbeing and reducing social isolation.

Following the year-end, we were delighted to receive confirmation that Aberffraw Village Hall has been awarded **£5,000 through the Cymdeithas Elusennol Essential Grant Scheme**. This significant investment will support essential improvements to the Hall and represents a strong vote of confidence in the work of the Management Committee and the future of the facility.

In addition, an application has been submitted to the **Welsh Church Fund Act** for **£2,500** towards the installation of a new fire alarm system. If successful, together with the Cymdeithas Elusennol grant, this funding will enable us to undertake priority health and safety improvements and ensure the Hall remains compliant, safe and fit for purpose for community use.

Financial Position

The Committee continues to manage the Hall's finances carefully whilst investing in the upkeep and future development of the building. The successful funding applications secured during and after the financial year place the Hall in a stronger position to address essential maintenance needs and improve facilities for the community.

Priorities for the coming year include:

- Installation of a new fire alarm system.
- Improvements to accessibility and toilet facilities.
- Kitchen improvements.
- General maintenance and refurbishment works.
- Increasing community use and income generation opportunities.

These developments will help ensure that Aberffraw Village Hall remains a safe, welcoming and sustainable community asset for future generations.

Note Regarding Accounts

The current Charity Account and BMM Savings Account were opened on 14 June 2025. Banking records are therefore only available from this date. The balances transferred into the new accounts on 14 June 2025 were:

- Charity Account: £4,709.17
- BMM Savings Account: £2,474.55

These figures represent funds transferred into the new banking arrangements and do not represent the opening balances for the financial year beginning on 1 April 2025.

Thanks

The Committee would like to thank all volunteers, hall users, local organisations, funders and supporters who have contributed to the continued success of Aberffraw Village Hall over the past year.

We are particularly grateful to our volunteers, whose dedication and hard work keep the Hall running, and to our funders, including Medrwn Mon and Cymdeithas Elusenol, whose support is helping us secure the future of this important community facility.

Submitted on behalf of the Management Committee

Sara Spinks

Chair

Treasurer 8 July 2026

6. Current Projects

Members were updated on a number of projects currently underway, including:

- installation of a new fire alarm system;
- applications for grant funding to improve Hall facilities;
- continued implementation of the Strategic Development Plan following the community consultation;
- ongoing work to improve governance, policies and financial systems;
- ongoing work to improve and re-open the public toilet provision in Aberffraw in partnership with the Isle of Anglesey County Council and the Bro Aberffraw Alliance CIC. Sara is leading discussions on behalf of the community to help secure a long-term solution.

7. Constitution

Gillian Mahon requested clarification regarding the Village Hall Constitution.

Sara explained that the existing Constitution dates back to the 1960s and no longer reflects current charity governance requirements. A new Constitution has therefore been prepared and has been submitted to the Charity Commission for approval. The new constitution clarifies that the Trustees are responsible for the hall, but management is delegated to the Aberffraw Village Hall committee.

In the meantime, the current charity trustees remain:

- Keith Woods
- Ellie Smith
- Sara Spinks

Sara also confirmed her role as Chair and Treasurer of the Village Hall Management Committee- though a delineation of roles needs to occur, and a new treasurer is needed.

8. Community Support

Allen Roberts commented that the Village Hall now has a clear vision for the future and that funding opportunities are available to help deliver that vision. However, he stressed that additional volunteers and community involvement will be essential if those ambitions are to be achieved.

9. New Volunteers

The meeting welcomed the interest shown by new members of the community who have expressed a willingness to become members of the Village Hall committee.

With no other candidates and 3 vacancies, as per the constitution, the following are warmly welcomed as new committee members:

- Gail Russell
- Nia Roberts
- Bryan Owen

The Committee welcomed this additional support and looked forward to working with the new volunteers as projects develop.

10. Closing Remarks

Sara thanked everyone for attending the AGM and for their continued support of Aberffraw Village Hall.

She concluded by reiterating that, although significant progress has been made in rebuilding the organisation and developing a clear vision for the future, the Hall's long-term success will depend upon continued community commitment, volunteering and partnership working.

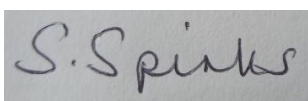
The meeting closed at approximately **7.15 pm**.

APPROVED 9/9/26

Proposed by Ellie Smith

Seconded by Bryan Owen

Signed:



Date: 9/9/26