

DEVAUDEN HALL CIO

Annual General Meeting Meeting Note

Saturday 3 October 2026

in Hood Memorial Hall

1. Welcome, introductions and agenda

Lyndon Rowlands welcomed those present and set out the agenda. The meeting would comprise two strands - the formal reporting of the charity's activities and finances for the year 2025-26 and a briefing of other events since that year end. In addition, trustee elections would be held, followed by a raffle.

2. Trustees and management

The trustees introduced themselves as follows:

- Lyndon Rowlands, Chair
- Alun Jones, Vice Chair
- Suzanne Chilcott
- Jon Penn
- Julia Hitchcock (nominated by the Scouts)
- Liz Davies (nominated by the WI), was noted as not being in attendance due to illness.

The meeting noted trustees who had stepped down: during the year: Sandra Barker (September 2026), Chris Jackson (February 2026), and Richard May (December 2025). All three individuals were thanked for their contributions.

3. Reflections on becoming a trustee

Alun Jones reflected on changes in the trustee body and thanked those who had stepped down. The presentation considered the difference between the initial ask and the reality of trusteeship, the rewards of the role, the value of the Hall to the community and the continuing need for practical help and ideas.

- Skills sought included web support, events experience, tradespeople and volunteers.
- Community members were encouraged to contribute ideas and consider supporting the Hall.

4. Events and community use during 2025-26

Suzanne Chilcott set out some of the key events that had taken place during a busy year of community activity. In the financial year 2025-26, she referenced the early months of the pop-up pub, bonfire night 2025 and the Christmas show 2025.

Regular hall users

Regular hall users and booking types across the year were: the BMW Club Western Section, bowls, Devauden Community Council, Devauden Green WI, Guiding and Scouting camps, Monmouthshire County Council, Scouts/Cubs/Beavers/Squirrels, sewing club, table tennis club, Thursday Teas, yoga, craft fayres and private bookings, mainly birthdays.

2026-27

In the months since the end of the financial year (March 31, 2026), Devauden Festival 2026 has been run and the hall has staged a Midsummer Fest, Village Fete, Folksy Shakespeare night and village socials.

Devauden Festival 2026

The following information was reported:

- 4,430 attendees, supported by 950 crew and trader staff.
- Seven festival areas, 70 musical acts, 400 campervans, 400 tents and 900 cars across a 35-acre site.
- 105 tickets were issued to Devauden residents.
- The festival company repaid the village hall loan in November 2025, together with interest at a commercial rate.
- The 2026 Festival was successful and its profit outweighed the loss made in 2025.
- £10,000 was raised by Devauden Festival Ltd for the village hall
- The festival donated a further £13,200 to nine groups and charities that helped at the festival.
- Devauden Festival Limited is wholly owned by Devauden Hall CIO, is run by unpaid directors on a not-for-profit basis, and operates the Festival to raise funds for the Hall.
- The next Festival is planned for 28-30 May 2027.

5. Significant achievements and maintenance during 2025-26

Suzanne Chilcott noted the following achievements and work undertaken during the 2025-26 financial year:

- Repair of the roof over the Ferard Room and other roof repairs.
- Exterior painting.
- Ongoing essential and routine maintenance.
- Continued support by the Village Fete for local charities.
- Continued development of the CIO structure, with Devauden Festival Limited as a separate limited company, as required by the Charity Commission.
- A £25,000 contribution from hall funds to the playground renovation. Together with £65,000 of lottery grant funding, this paid for the design, work, equipment and fencing.
- Over 300 individual hall bookings during the year.

- Changing bank accounts to the Co-operative Bank.
- Supporting or running a range of not-for-profit social events.

6. Financial report for 2025-26

Jon Penn presented the financial report. The presentation stated that income earned to run Hall activities was approximately £18,000, compared with an estimated annual operating cost of approximately £20,000.

Operating costs

Cost category	Amount
Power and light	£1,233
Running repairs	£2,908
Insurance	£1,828
Rates and water	£3,556
Manning	£7,092
Total shown	£16,617

The meeting was advised that power and light costs were expected to rise because of fuel oil costs. The running repairs figure excluded larger items: roof repairs and exterior painting were reported as costing a further £10,000. Manning included managing more than 300 individual bookings each year and cleaning.

A question was received from the floor about why income from the hall's solar panels was not shown in the figures presented. Jon Penn noted that this was a good question and clarified that that solar panel income is captured in the hall's accounts but was not shown in this presentation due to it being received in a legacy bank account. The information presented related to the main Devauden Hall account only.

Bank position and outlook in the 2026-27 financial year

The final Welsh Government grant money for Devauden Festival was received in March 2026 and then passed on to the festival trading subsidiary, after which the bank position returned to what was described as its normal level. At the year end (March 31, 2026), the bank balance was £46,181.

Since that date, the main account balances shown were:

- 30 April 2026: £20,107
- 31 May 2026: £18,337
- 30 June 2026: £17,879

- 31 July 2026: £18,059
- 31 August 2026: £17,796
- 29 September 2026: £19,566

The trustees considered this level adequate on the basis that fundraising events, donations and expenses continued as expected. Devauden Festival Limited had committed to a £10,000 donation during the year.

7. Thanks and acknowledgements

Lyndon offered thanks to Richard and Lynn May; Andy and Paul; Rich Harrison; Tracey Ashton; Pete Gardiner, Bonnie Carpenter and Huw Davies; Jeremy, Tim and everyone involved in Devauden Festival; Leigh and Debbie from the village shop; and everyone who gave their time to help make the Hall a success.

8. Looking ahead

The following matters were identified for the period ahead:

- Installation of Royal Mail lockers.
- Revised booking fees.
- Building a relationship with the Mason's Arms.
- Cae Ni field boundary maintenance.
- Continued strengthening of the governance arrangements.
- Possible refurbishment of the John Wesley memorial.

9. Community quiz

Following the break, answers were provided to a short quiz about Devauden.

10. Election of trustees

Alun Jones advised those present of the trustee election process:

- All elected and co-opted trustees would retire at the end of the meeting. Lyndon Rowlands, Alun Jones, Jon Penn and Suzanne Chilcott had confirmed their intention to stand for immediate re-election.
- User-body trustees Julia Hitchcock and Liz Davies were not required to retire and wished to continue.
- No nominations had been received from the community for election at the AGM.
- In-year nominations could be considered for co-option at future trustee meetings.
- The new committee would elect its Chair and other officers.

Alun asked for a show of hands for those in favour of re-electing Lyndon Rowlands, Alun Jones, Jon Penn and Suzanne Chilcott as trustees. Those present supported the motion and the motion was therefore agreed.

12. Close

The formal presentation concluded with the trustee election section and raffle.