

Village Hall Committee Minutes (Charity No 305236)

Meeting held in Village Hall on 7th December 2024 at 9am

Present: Trustees: Sally Blyfield, Paul James, Tracey Boorman,

Also Present: Jane Griffiths (Manager)

Apologies: Sandra Richards (Bookkeeper) Elizabeth Thomson (Trustee)

- 1 Approval of Minutes of Previous Meeting** – 27th July 2024 – the minutes of the previous meeting was approved and JG would be authorised to put them on the website.

2 Managers Report

Drains – Hasn't been a smell in the Hall for a while PJ to still carry out a test on the vent pipes to see if any cracks, this will be carried out Spring/Summer

Woodworm – We have been advised that the floor has been treated previously and there is no new sign of woodworm. We were advised that there is woodworm in the dado rail around the Hall above the blue paint, this will be removed in sections made good and painted.

Blown Sealed Units – JG still looking at different companies, these will not be replaced unless we are able to be successful in small grant submissions to help cover general maintenance.

Chairs – All the chairs now have new feet stoppers and should help protect the floor

Paper Towels – Paper has increased dramatically in price and we need to monitor usage, paper towels are costing approximately £12 per month, there is a hand drier in the communal wash basin.

New Bookings – Sadly the lady looking to organise pre school fitness activities had to cancel due to low take up. I have a meeting on Sunday 8th December possible yoga classes. We did have a request from a pre school company we didn't have the availability for all the days they required and believe they may have gone to High Hurstwood

3 National Lottery Funding (storage cupboard and electrical work)

Storage Cupboard – committee room. We have a carpenter, who will take down the single cupboard in the committee room and replace with double cupboard from floor to ceiling. We are looking to start in the New Year

Electricity – two switches to be put in the committee room for the heating, this will stay on for a defined time and you can press as often as required to keep the heating on, this will help as the heating cannot be left on. Also to look and see if the stage light switch can be moved can be moved from above to the side

4 Maintenance and other issues - The main two items are the roof and moving the electricity cable. Both items extremely expensive and with the five year plan for the new village hall, it was felt that the hall should not be applying for grants for these large pieces of work whilst the new hall is moving forward. The Trustees feel that the hall should be maintained only and apply for smaller grants to help with the day to day running costs of the Hall.

Roof – PJ spoke to two companies that carry out encapsulation, it was felt that the roof was too far gone to be encapsulated, this is where the roof would be covered with large metal sheets, the asbestos would still be underneath, and by adding the sheeting could cause further damage to the asbestos. The roof will be left as is.

UK Power networks moving the electricity cable – not to look to carry out this work at the present time.

SB and PJ have a meeting - February 25th, with the PC and the new village hall committee at the recent advisory meeting the PC were thinking of a 7 year plan for the new hall rather than a 5 year plan. The Trustees put forward a 3 year plan. Further information to follow after the meeting.

5 Finance Review

Review of Accounts – SR reported that hiring revenue had increased and having the Grant Weston grant will help off set some of the costs eg staff, electricity for next year

Grants – Trustees agreed that we should be proactive where we can in applying for smaller grants that would assist and help maintain the running of the Hall at the present time.

Insurance – JG to investigate costs to add “loss of business” cover to the policy

6 Date and Time of Next Meeting - Saturday 22nd February 9am