

## Village Hall Committee Minutes (Charity No 305236)

### Extra-ordinary Meeting held at Nashes Farm on 16<sup>th</sup> February 2024

**Present: Trustees:** Paul James, Liz Thomson, Tracey Boorman

**Also Present:** Sandra Richards (Bookkeeper)

**Apologies:** Sally Blyfield (Trustee), Jane Griffiths (Manager)

1. **Approval of Accounts for 23/24 and Treasurer's report for AGM** – SR presented the figures that had been checked and approved by the outside auditor and written confirmation had been received. The accounts were reviewed and discussed and were approved to be presented at the AGM. It was agreed that JG would be asked to do a survey of other Halls rental rates and present the results at the next meeting to see if it is possible to increase the charges as a target of £1200 pm monthly revenue would be closer to meeting the day-to-day costs.
2. **Other Areas for discussion**
  - a. **Roof** – the new survey report had been received and PJ will ask the surveyor to clarify a couple of issues so that the report can be presented and discussed in more detail at the next meeting. In addition, the person who helps with grants will be asked if they will investigate the possible grants that would be available and would be asked to attend part of the next meeting so that a strategy on the way forward could be discussed.
  - b. **Potholes** – since the grant application, the pothole situation as worsened and therefore the proposed fix would now no longer be valid. It may be that some type of ditching work is needed to prevent the water from flowing over the track. It was agreed that the landowner of the adjacent land would be invited to attend a pre-meeting with the committee to see if there was a mutually agreeable way forward.
  - c. **Cleaning** – the cost of cleaning is high and there have been a number of complaints recently about the quality of the cleaning. It was agreed that it may be time to consider a change of contractor to see if the quality versus cost ratio can be improved. JG asked to inform current cleaner and liaise with new cleaner.
3. **Any Other Business**
  - a. **Variety Club** – PJ reported that he had had a meeting with the Variety Club and they explained that they were planning two productions this year and therefore there was no problem to continue to keep their equipment.
  - b. **Halogen Lights** – the halogen lights above the stage were owned by the Village Hall Committee and the following was agreed:
    - i. The switch for the bullseye lights at the front of the stage would be clearly marked as 'Do Not Use'./
    - ii. Two Halogen Lights on the stage – these were used fairly regularly and therefore it was agreed that PJ would arrange with the electrician to swap these for LED lights.
  - c. **Caretaker** PJ was concerned that a number of the jobs that the caretaker had been asked to carry out still had not been done. JG and PJ to liaise to make sure that the list was monitored.

4. **Next Meeting** – It was agreed that the next meeting should be held at the end of March and therefore a date of Saturday, 23<sup>rd</sup> March was proposed in the Village Hall starting at 10.00 am,.