

HERSTMONCEUX VILLAGE HALL

Management Committee

Minutes of the meeting held on 9th June 2014

1. Apologies: None

Present: Mary McBurney (in the Chair), Jo Angear, Joyce Burt, Karen Hathaway, Karena Mayhew, Bryan Naish, Gerald McBurney, Ian Stewart, Chris Thompson.

In attendance: Rhys Clatworthy.

2. Minutes of the meeting held on 12th May 2014 were agreed as true record.

3. Matters arising: (1) Chris T. mentioned his thanks for agreement that a dog could appear in HATS pending production. (2) Jo A. had no further news on the defibrillator. (3) G.McB had yet to make enquiries about possible registration for Civil Ceremonies.

4. Hon. Treasurer's report. Ian S. reported May income as £3339 whilst expenditure was £2042 .06p. Outstanding debt of £250 Ian has formally applied for judgement against Mr Manguso. Electricity supply contract with Scottish Power now fixed until July 2016. EDF marginally cheaper but past experience with EDF not encouraging return.

5. Caretaker's Report. Bookings in May slightly down. Yoga class leaving after tonight's session because of noise from activity group meeting in main hall at the same time. This is the third yoga class to leave for same reason. (Chris C. tentatively interested in booking space created). Slight increase in new bookings, casual users 2.9% increase over month. Electricity cost £223.94. New brackets for heaters still being made so matter in hand. Cost will go back to Corin. Source for bio-digester being sought. (M.McB to contact Robert Shepherd for his advice. The Viola Trust will consider possible grant for drainage work given 3 cost estimates but we would have to contribute 20% of total cost. AirS newsletter has recently published details of possibility of low cost loans. Rhys C. thought 3 estimates could be tricky to raise. Main hall floor needing attention, possible sanding down, last done approx. 10 years ago. £2000 to £5000 possible cost so Rhys seeking expert advice.

A CCT camera has 'died'. Replacement cost £366.78p including vat. **Agreed** replace camera, plus possible resiting and/or adjustment of camera near playgroup garden.

Cleaning: Rhys C. had letter from firm responsible for cleaning. Difficulties had arisen and RC wondering if they should be engaged for an extra hour per week or we cancel cleaners on Wednesdays and move to Mondays. Karen H approved such a change mentioning that she finds hall is usually dirty on Mondays. Cost is presently £672 per month for 2hours on 6 days. An extra hour would increase cost per month to around £767. **Brian N. proposed** cancelling Wednesday cleaning and move to Mondays. **Joyce B. Seconded. It was agreed with that plan and to review in 3 months.**

Chairs: Given complaint(s) about weight and now that the yoga class were moving elsewhere **Rhys proposed leaving about 20 chairs around the small lounge. This agreed.**

6. Fund Raising. The raffle draw had raised £522 in total. (So almost half tickets remained either unsold or not returned to Secretary). Plans for the Parish Council chairman to draw winning tickets fell through but Cassie Saunders, of Extend, kindly and graciously stepped in. The list of winners is attached to these minutes.

7. Memorial Trough. M McB had spoken to Headmistress at the local school and agreement had been reached that a small group of Year 6 pupils, under a nominated teachers' assistant, would shortly start work on the planting once another group had visited Lime Cross Nurseries to select flowers. Because of protective regulations the setting up process had been delayed a little and there were limitations on what could be done because of holidays etc. It was planned that work would be done within a month. It was hoped that the Memorial Book would be available for the children to view. M and G McB were liaising over contact with the school and intended preparing the trough. M McB wondered if there was any news regarding a request to the Parish Council for financial support? It was thought £50 had been agreed. (this amount later confirmed).

8. Height Restriction Barrier. A previous suggestion that Hailsham Roadways might advise proved incorrect but their referral to Littlewood Fencing was useful although that firm were slightly longwinded in responding. A photo of a height restriction barrier, with the addition of gates, was available for members to view. The cost would be £2,325.90p. A request for a quote for the height barrier without gates was still awaited. Ian S. saw no advantage in having a barrier installed and gave several reasons why he thought so. Bryan N. considered the matter 'a waste of time'. Jo A. mentioned problematic experiences of a nearby village hall which had needed to resort to a barrier installation. She also reminded the meeting that Reed Hall seemed to manage with a height barrier. M McB said that there were several large expenses looming not least bloomed window replacements and a possible serious drain problem. Dr Simmons was said to be interested in discussing having a security barrier. Although there was general uncertainty as to the effectiveness and practicality of any such barrier **it was agreed liaison with the surgery should continue and more details should be sought, particularly pricing for just a height barrier.**

9. Maintenance Schedule. 5th July to be general upkeep day: likely jobs to include: steam cleaning of chairs: cleaning of kitchen, possibly with steam cleaner: painting of toilets: some attention to curtains Those expecting to 'muck in' are Ian S; Joyce B; Jo A; M & G McB; Brian N hopes to be available.

Closed Session. At this stage M.McB suggested the meeting entered into 'closed session' so that allegations, about alleged efforts to encourage a group to change their booking away from the hall, could be openly discussed. The Chair reminded members that any comments were confidential to the meeting.

10. A.O.B. (1) Karen H. Pointed out that trailing curtain pulls/strings could be dangerous for children. Meeting **agreed that Bryan N would try to find a solution as matter of urgency.**

(2) During meeting it was noticed that the emergency exit door was not closing properly. **Ian S to contact Brendan Hobden who had previously worked on them.** It was also mentioned that occasionally the main door caused closure problems. Rhys was convinced this was due to gravel getting into framework but would check.

Future Meetings: 14th July. No meeting in August. September meeting on the 8th. (Joyce B tenders her apologies)