

HERSTMONCEUX VILLAGE HALL
MANAGEMENT COMMITTEE

Minutes of meeting held on 9th February 2015
(This followed on from AGM)

(1) Apologies:- None

Present:- Jo Angear; Joyce Burt; Karen Hathaway; Karena Mayhew; Mary McBurney(Chair); Gerald McBurney; Bryan Naish; Ian Stewart; Chris Tompson, Ketill Game

Attending:- Rhys Clatworthy.

Apologies were made to Kit Game for his having been missed from the circulation list.

(2) Minutes of last meeting:- Had been circulated to all and agreed as a true record.

(3) Matters Arising:- None

(4) Hon Treasurers Report:- Ian S referred meeting to his detailed report submitted to the AGM. Additional information was that income for last month was £2865.87p whilst expenditure was £2140.

Mary M mentioned that the committee had asked Hon Treasurer and Cartaker to work out what needed to improve income and the overall financial situation. That figure is considered to be around £4000 per year. Rhys C reminded meeting that the 10% increase for In-parish bookings would mean that hire of the Main Hall in the daytime would now cost £32 compared to £29 and for evenings £45 compared to current cost of £41. Several members expressed opinion that present fees compared favourably with other halls. It was proposed by Chris T., seconded by Joyce B, that fees should rise by 10% for In-parish bookings and 5% for Non-parish. Discussion ensued as to timing of introduction. Hon Treasurer suggesting April 1st this year and reasses in Jan next year. All agreed to proposal.

(5) Caretakers Report:- Rhys C. said that January had been an exceptionally good month for incoming booking. Baby Sensory started this year and Care for the Carers is holding monthly meetings. Hall has 'lost' Gardeners meeting and Pilates.

(6) Pharmacy/Access. Mary M had spoken to Bill Gower over complications and uncertainties about road access and legal situation. Result is that Parish Council emailed Mary suggesting that we need to write to PC about situation. Jo A. asked what was point of us keeping interest in roadway. Ian S. emphasised that we need to clarify who is responsible for what, particularly as Hall Trustees could be held liable for mishaps. Simplest way would be for PC to take on responsibility for upkeep. Karen H. proposed that PC be asked to take over responsibility for the access road. Jo A. seconded. All agreed letter should be sent to PC in those terms. (MM to do).

(7) A.O.B. Mary M read out letter from Carlo Marcello, of Tumble Tots, complaining that when the hall fire alarm sounded during one of their sessions, in December last, no keyholder could be raised to cancel the alarm for '45 minutes'. As a result of the lost teaching time they had repaid £120 to parents. Carlo M was also claiming £26.04 for staff time and £7 for lost hall usage time. A letter from Karen Hathaway of the Pre-School group was also read in which Pre-School staff acknowledged inadvertently causing the alarm to sound as result of burning toast in the kitchen. Unfortunately Karen H had been away at the time and her deputy on the day was unaware of what

to do about the alarm. It was generally agreed that this was the first time anyone on the committee could recall a keyholder not being available but that the event showed a limitation in our system of key holder response. Brian N claimed he had not been contacted. Chris T said that although Hats had fire drills it would be helpful to have more knowledge of the alarm system and he would be willing to have a key. Karen H wondered if there was anything about fire alarms in the terms and conditions of hire. Ian S considered that our system was not sufficiently robust and did not meet needs. Chris T proposed that we pay £100 to Tumble Tots in final recognition of their claim of for compensation Seconded by Joyce B. Agreed. Mary M thought we should seek advice from the fire service and also find out what other halls do. (This has since been done – Fire Service recommend using a code operated key box in the corridor with all users being given the code – Rhys now seeking suitable box. Bodle Street Hall have had similar problem but awaiting planning their proposed extension before making a final decision).

Lunch Club have kindly contributed £50 towards the deepcleaning of the cooker.

Next Meeting:- March 9th 2015