

HERSTMONCEUX VILLAGE HALL

MANAGEMENT COMMITTEE

Minutes of Meeting held on 13th April 2015

1. **Present:-** Jo Angear, Joyce Burt, Kit Game, Karen Hathaway, Mary McBurney,(Chair), Bryan Naish, Gerald McBurney, Ian Stewart.
2. **Attending:-** Rhys Clatworthy.
3. **Apologies:-** Chris Thompson.
4. **Minutes of previous meeting 9/3/15:-** Agreed and signed.
5. **Matters Arising not on Agenda:-**(a)Trustees- to be discussed later. (b) HATs storage space. Rhys C said he and Chris T had discussed possibility of moving some equipment a.s.a.p. and would be meeting again.
6. **Hon Treasurers Report:-** Income was £2832.50p. Expenditure £3747.53p including major item of Performing Rights cover at £1187.50p. Ian confirmed Extend was covered as were all users of the hall except for shows e.g.by HATs who had own coverage. Charity Commission Annual Return done but 2012/13 accounts not been audited. Ian S had been in touch with auditor but still no response. This situation discussed with Charity Commission who have suggested we send in accounts with explanatory letter. Final invoice for photo copying charges received from Parish Council.
7. **Caretakers Report.** Value of bookings for 2015 are at £35,146 so have gone up 1.2% on last month and up 0.12% on same time last year. Electricity was £576.64p. Earlier figures discussed again as they seemed high at £1015.66. Rhys C. not sure of comparable figures for previous year but would check records. He thought that that month had been a particularly cold period.
8. **Maintenance.**(a) New fire alarm key safe now set up, keys and codes distributed to regular users. (b) Faulty sewage pump not reparable so replacement ordered at cost of £1275 +vat. Meeting discussed possible ways of preventing 'wipes' entering the sewage system including emphasising to user groups likely dangers and putting starker warning signs in toilets. Letter to be sent to all user groups. Rhys had found that cost of electronic alarm system was prohibitively high. Rhys to speak to pump firm and local electrician re possible improvements to pump

blockage warning alerts by sight or sound. Also whether alerts could be raised sooner than at present. He thought present alert trip not working properly. Need to avoid possibility of disturbing neighbours considered.

9. **Fund Raising.** RC confirmed hall free on 5th June. Ian S and Bryan N confirmed they are willing to run the quiz. Agreed hot dogs would be the meal. Bar? Agreed people be invited to bring own drinks although tea and coffee could be available. Cost to be £7 per head with teams of 4. Tickets/posters IS offered to organise. Mary McB. agreed to contact Parish Newsletter. Joyce B agreed to find sponser if advertising card can be put on tables. Agreed. Joyce also offered to run a raffle.
10. **Access Road.** Mary M said she, Gerald Mc and IS had been in discussion with Dr. Simmons and Parish Council about the road in general but was especially concerned that repair costs were likely to fall on the village hall. There was also concern at the position of the hall Trustees who could in certain circumstances could find themselves financially responsible. (She thought it important to be clear as to who the hall trustees now were). The Chairperson read out a letter from Jo Angear in which Jo had decided to resign as a hall Trustee rather than risk possible financial charges. To the Chair's query the Treasurer mentioned that there was a business status the Hall Management could adopt which would protect Trustees. The Charity Commissioners had intended this status to enable a charity to act as a limited company. Following the recent meeting between the doctor, the parish council and officers of the hall committee Mary McB had recently written to the parish council pointing out the hall committee's requesting that the Parish Council remove responsibility for the access road to be removed from the Lease and that the Parish Council take over responsibility for the access road whilst allowing hall users full access along the road.
11. **Vitality Weekend.** Bryan queried whether this a weekend or day? Agreed it was on a weekend but would be for a day. Mary McB said the event was using the village hall and the surgery. It was agreed that the best publicity for the hall was for people attending the see the hall in use.
12. **AOB.** Kit G reported that the Herstmonceux Gardening Club had raised over £3000 for a memorial plaque to individually honour the village war

dead. He asked if it could be sited on an outside wall at the hall. He did not know the size of the plaque. An appropriate site to be identified once the size is known. Agreed.

13. Next meeting is on May 11th 2015.