

HERSTMONCEUX VILLAGE HALL

MANAGEMENT COMMITTEE MEETING 14TH DECEMBER 2015

1. Present:- Sheila Charlton, Karena Mayhew, Mary McBurney (Chair), Gerald McBurney (Sec), Chris Thompson.

Apologies:- Jo Angear, Joyce Burt, Karen Hathaway, Bryan Naish, Ian Stewart.

Attending:- Rhys Clatworthy (Caretaker).

2. Minutes of meeting 9th Nov: Agreed and signed.

3. Matters arising not on Agenda. (a) **Caretaker's pension.** Rhys C. has decided not to contact his accountant for confirmation of employment status. He saw caretaker position as 'in effect voluntary work with gratuity'. Karena M. wondered if caretaker could be paid by honourarium. Mary McB said that, as Chair, she considered the committee needed to have a clear indication as to where the caretaker fitted into new government rules on pensions and she would have to make enquiries. (b) Mary McB announced that an application for a **grant from Wealden DC** had been recently submitted by Sheila C. and herself. If granted, this will be for re-varnishing and sports lining the main hall floor and re-glazing 5 blown double-glazed windows. WCC will make a decision in March 2016. (c) Adoption, by the parish council, of the **access road**, had been agreed some time ago but no progress on legalities had been reported. Chair had recently written to PC to enquire about delay. (d) The change to CIO (**Charitable Incorporated Organisation**) is work in progress. (e) **HATs extra storage** space provision not yet sorted although Viewcraft had moved some of their under stage property. Chris T. said February next year would be crucial storage time for HATs. (f) Mary M. recorded thanks to all who had contributed to the **Cleaning Day** operation. The lounge carpet showed particular benefit as did the kitchen and most of the chairs.

4. Treasurers Report:- Income for November was £4,536 whilst Expenditure was £2257.50p. Ian had commented that this favourable position was unusual. A letter from the hall cleaners was read out in Ian S's. absence. Their rates of pay would have to increase early in the New Year because of government requirements, and this would mean an increase in the fees the hall will have to pay. Rhys C. explained that a cleaner works at the hall 2 hours on 5 days a week. This currently costs £634 per month. Although there had been some problems in the past he thought the firm did a 'good job' now. Karena M. offered to seek prices. Sheila C. wondered if hall hiring prices should be increased to meet new cleaning fees but this left on the table for present. The possibility of directly employing a cleaner was considered but likely complications made this a non-starter.

5. Caretaker's Report: Quiet month in new bookings as was usual for this time of year. Overall 8.2% above last year's figures at £3,492. Electricity for last 4 weeks was £470.80 whilst same period last year was £742. This difference probably due to mild weather. Karena M. wondered

if there was any trouble with people putting thermostats up in evenings. Rhys thought it difficult to tell. Pumps no problems. Skateboard and parking signs were now available and awaited erection. It agreed to ask usual handyman to place skateboard sign in prominent position on fence at top of access road whilst one car sign on building wall towards end of car park and one at entrance to car park.

6: Any Other Business. (a) Chris T. mentioned finding the **upper windows** had been left open and yesterday he had found the lounge emergency exit doors ajar whilst the building had been locked. Rhys had found that the upper window(s) could become jammed open because the curtains could be blown into them making it difficult to close. Regarding the emergency exit doors being left ajar Rhys C. thought this may arise because the locks on the interconnecting door, between lounge and main hall, had necessarily been removed meant that hall users could now wander into the lounge and possible exit through the emergency doors and perhaps leaving them open. It was agreed to see if this occurred again. (b) Chris also mentioned that the **stage black curtains** were at risk of being torn, and thereby requiring expensive replacement, as result of nativity scenes being pinned to the curtains. Rhys C. said the seasonal play was now finished but agreed that other arrangements may be needed for next year. (c) **Memorial Plaque.** Rhys C. said that several visitors had commented favourably. It was learned that the PC had contributed £600 to pay Vat on the plaque. (d) Mary M. mentioned that new members of the PC had invited her to meet with them and present a history of the building and give an update on circumstances generally. She and Gerald M. (as secretary) had accepted the invitation and Mary had prepared a summary of the hall circumstances, past and present. The meeting to be at 7.30 pm on 15th Dec at the hall and committee members were invited to attend.

Next meeting:- Jan. 11th 2016

Please note that the **AGM** will be held on the 8th Feb 2016