

HERSTMONCEUX VILLAGE HALL

Minutes of the Management Committee held on Monday 11th January 2016

1. Apologies: Gerald McBurney

Present: Mary McBurney (Chair), Ian Stewart, Jo Angear, Chris Thompson, Karena Meyhew, Karen Hathway, Bryan Naish

In Attendance: Rhys Clatworthy

2. Minutes of the last meeting, previously circulated. Agreed as a correct record

3. Matters Arising not on the Agenda – none

4. Hon. Treasurer's report: a) The end of year accounts have been prepared showing a £600 loss of income over expenditure.

b) It was agreed to increase **hire charges** by £1.00 per session with effect from 1st March 2016.

c) It was noted that the largest expenditures are on cleaning, and electricity (particularly to the immersion heaters). KM had sought alternative cleaning charges from Grafters but they do not show any improvement of current agency. It would be advantageous if funds could be found to install solar/renewable heating system on the roof.

d) RC's employment status: RC will supply a letter stating that he is not wanting to opt into a pension fund. He is not self-employed, completes his own tax return, and is no longer eligible for N.I. He is covered by the Hall's insurance whilst on the premises.

e) self-generated fund-raising needs to be planned to provide £1,000 over the coming year. Plans for this to be made after AGM.

f) December figures: Income £3588, Expenditure £3516.15

5. Caretaker's report: KM to contact Paul Hodge for estimate to carry out urgent repainting of deteriorating window frames. Cecil????? To be asked to repair French doors in Lounge.

Bookings:

2015: The Value of bookings on the 31st December for 2015 is £39412 –*this includes all nominal departments i.e. kitchen, alcohol and stage lighting* - compared with £35676 in 2014. This is an increase of £3736 and equates to a 10.5% increase. This increase is in line with the 10% price rise in 2015 and indicates that the number of hall users is approximate the same numbers as 2014.

2016: The value of bookings stands at £34444 increase of £705.00 during the month and an £1552 increase on the same time last year.

Electricity: Usage over the last 4 week period was £585.66. Compared to last year £1044.73.

Maintenance: Pumps - no problem. Notice Board at top of drive needs attention to free lock

Waste Disposal: Normal collections

6. Update on process to vary lease: Following repeated requests to the Parish Council for an update on progress a letter has been received dated 11.1.16 to the effect “The Council wrote to you on 15 July 2015 and confirmed its agreement to the variation. However, in order for the Council’s solicitors to undertake the necessary legal work, an agreement should be reached about the future maintenance of the access road. The Parish Council proposes that the maintenance should be shared equally between Herstmonceux Parish Council, Herstmonceux Village Hall Management Committee and Dr Simmons. Dr Simmons has agreed to this proposal and Herstmonceux Parish Council requests that Herstmonceux Village Hall Management Committee considers this proposal so that the matter can be progressed.”

Disappointment at the length of time this variation is taking was expressed as the two remaining Trustees continue to be at risk of personal liability if an accident should occur on the access road.

It was agreed to the proposal to split costs of future maintenance of the access road three ways. However, it is noted that it is unlikely that the Village Hall funds are unlikely to be able to meet such future charges and would have to consider making an application to the Parish Council for such funds.

8. Update of becoming Charitable Incorporated Organisation (CIO). MM and IS have obtained the forms for the Association Model. The AGM will need to agree this change and people will need to complete a form applying for membership.

9. HATS storage. It was agreed that IS, CT and RC will clear the space under the stage not used by Short Mat Bowls in order to create useable space for storage of HATS production items.

10. Hall Website: all current Minutes have been sent to the webmaster for inclusion on the website. There was nothing to report on Parish Council progress of their new website. Information has been supplied to Parish Council for inclusion re Hall in the proposed new Village Brochure.

11. AGM will be on 8th February 2016 in the Lounge at Village Hall. MM and GM will be retiring so nominations for Chair and Secretary should be sought. JA thanks MM and GM for the work they have done for the Hall.

12. Dates of future meetings: AGM 8th February 2016. Future dates to be set by new committee after AGM