

**MINUTES OF THE VILLAGE HALL COMMITTEE MEETING
HELD ON MONDAY 10TH JULY 2017**

PRESENT

Chris Thompson (Chair) Sheila Charlton (Secretary) Ian Stewart (Treasurer) Joyce Burt
Jo Angear Bryan Naish Karena Mayhew Rhys Clatworthy

CO-OPTION

The Chairman welcomed Ruth Dickin the new co-owner of Herstmonceux Pre-school and it was put to the committee that Ruth and her co-owner Nick Porter join us on our committee. Agreed

APOLOGIES

None

MINUTES OF THE MEETING HELD 12TH JUNE 2017

The Minutes having been circulated were signed by the Chairman as a true record of that meeting

MATTERS ARISING

None

TREASURER'S REPORT

Bank balance at end of June 2017 was £21,462.83

Income June £4,267.00

Expenditure £3,060.52

1 The year progresses well. Our half year surplus is £4,115.36 which includes the £704 raised on the quiz night

2 In July we have our insurance to pay. This is £1,354.46 and the sum is in keeping with our three year agreement with our insurers. We do not have to have another revaluation and I have paid the renewal premium

3 I had hoped to have received the audited accounts and filed our Annual Return with the Charity Commission by now but despite reminders I have not yet received these items. I will chase again as we must have them by the end of the month to accompany our grant application to the Parish Councillors

4 I have received notification from Colvin Clearing that they are going to increase our monthly charge by £4 plus VAT. This is to cover 65% of the costs they have incurred in meeting the minimum wage requirements.

5 I was asked to review the painting quote from Mr Hodges and report to the committee. I suggest that we have the small hall and main hall repainted at a combined cost of £3,725.00 and that we apply to the Parish Council for a grant of £2,500.00. If successful we would bear the balance of the charge of £1,225.00. The question then arises as to when the work is carried out. The obvious time is in August when the hall is not in constant use. The difficulty is that the Parish Council grant meeting will not be until mid August as it is a decision that full council must make. If agreed then I think we have to take a risk and see if Mr Hodges can do the work in August and hope we get the grant. I have the grant application ready to be submitted by the end of July as required.

Action in rural Sussex

Ian is in possession of the details to become a member of their Village Halls & Community Buildings Advisory Service at a cost of £144 per year and would soon complete the matter.

CARETAKERS'S REPORT

There has been an increase in activity for enquiries and bookings.

Bookings:

2017: The Value of bookings at the end of May 2017 was £36942. This is an increase of £531 over the months, and we are £818 down on last year's figures at this time

2018: Value of booking stands at £27838. An increase of £283.00 over the month. Even had an enquiry for 2019.

Electricity: Usage over the last 4-week period was £144.61.

Maintenance:

- Pumps - no problem

Actions:

- Pyrotec have done the Fire assessment, they are available PAT testing certificate.
- The Fire Door in the Main hall would not close properly do to worn hinges, these have been replaced.
- Ant Traps

Waste Disposal: Normal collection

Rhys raised the matter of the flooring- strip and polish - in the corridors which was in need of repair. Our cleaner was prepared to do the work but after much thought the committee felt that Colvin should be asked to complete this job as if there were any problem we could come back to Colvins. Rhys was asked to obtain a quote from Colvin and report back at the next meeting.

FEASIBILITY 5 METRE BUFFER FOR USE AS A PLAY AREA

Ian explained to Ruth the idea of having this extra play area for the Pre-school. Ruth said she would discuss the matter with Nick her co-owner and Karen the manager and report back at the next meeting.

ACCESS ROAD/LEASE

We have at long last received the Deed of Surrender relating to the access road. The committee having had sight of this agreed that Ian tweeks various mistakes and amend the typos. Thus after this it was left to Ian and Bryan to sign the Deed in front of a witness.

CHARITABLE INCORPORATED ORGANISATION

Although all the forms had been completed we were beholden as to the completion of the AccessRoad/Lease. matter Now that this is almost completed, it was left to Ian to pursue the matter further

PRE SCHOOL REQUEST

The committee had received a request from the Pre School for them to install a washer/dryer in the small kitchen. In principle the committee was not against such a buy but it would be sensible to wait until the small kitchen had been decorated.

NB It would also be sensible when the time comes for the redecoration that the committee finds out what exactly is in the kitchen cupboards and act accordingly.

MAINTENANCE TO THE VILLAGE HALL

As stated in Ian's report he has completed the grant application to the council for £2,500 to redecorate the two halls and will submit this before the end of the month. The difference of £1,225 would be borne by the village hall. It was left to Ian to contact Paul Hodges in the hope that he could complete the redecoration of the halls during the month of August.

ANY OTHER BUSINESS

Junble Sale - 30th September

After much discussion it was agreed that we use the lounge on Friday 29th September to receive jumble between 2.00 pm and 8.00 pm and the Jumble Sale to start at 10.00 until 12 noon on Saturday 30th September with members arriving at 9.00 am to help.

Things to be done

- Advertise in Parish News Magnet and What's On Hailsham (Sheila) Community Facebook and Posters (Ian)
- Coffee tea milk sugar and biscuits (Karena)
- Free entry 50p for a cup of coffee & biscuit
- Disclaimer on purchases (Ian)
- Contact other users of the hall to see if we can get any volunteers to help us (Sheila)
- Obtain details on concerns who would be prepared to take away whatever is left after the Jumble Sale (Joyce)
- Black plastic sacks (Rhys)

DATE OF NEXT MEETING

Please note that there will be no meeting in August and the next meeting is scheduled for Monday 11th September starting at 6.30 pm