

MINUTES OF THE VILLAGE HALL COMMITTEE MEETING HELD ON MONDAY 11TH JUNE 2018

PRESENT

Chris Thompson (Chair) Ian Stewart (Treasurer) Sheila Charlton (Secretary) Karena Mayhew Joyce Burt

APOLOGIES Jo Angear Bryan Naish Nick Porter Ruth Dicken Rhys Clatworthy

MINUTES OF THE MEETING HELD ON 14TH MAY 2018

The Minutes having been circulated were signed as a true record of the meeting.

MATTERS ARISING

Informative note: The management committee are now the DPS' with the Treasurer and the Caretaker carrying out the day to day duties.

Nick has informed the committee that he has fixed a "draught excluder strip" to the outside door which should prevent rodents getting in.

TREASURER'S REPORT

May income was £3058.37 which included the £815.37 profit from the Race Evening.

May expenditure was £1834.90

Performing Rights Licence - The Treasurer is investigating the amounts that are paid by users of the hall so that he has the correct figures when going back to the PRS

Sheila and himself had noticed the weeds are growing in front of the hall. Ian said he would endeavour to trim these back.

CARETAKER'S REPORT

Bookings

2018 For the second month bookings for 2018 have dropped by £589 due to cancellations. However we are still up on last year's figure by £2079, giving us a bookings value at the end of May 2018 of £38489 (£39069)

2019 Value of bookings at the end of May £31415 (£29201) An increase over the month of £2214. This is a provisional figure because all the regular time slots have been entered into the diary and inevitably there will be dates not required for bank holidays etc.

Electricity Usage over the last 4 -week period was £155.32.

Actions

- CCTV cameras replace and new monitor

Waste disposal - normal collection

FUTURE FEES

Ian and Rhys had looked at Reid Hall and Sedlescombe Hall details and found that they were not able to offer such good facilities as our own. It was noted that these concerns offered a special rate for weddings as we do not. Rhys had mentioned that we have lost business because of our high cost for these events. It was felt that we should look at offering a special rate at the same time of increasing our rates in January giving notice to hall users in October of our intentions. **Item for September meeting to discuss further.**

DATA PROTECTION ACT

Ian has sent the authority to committee members which is required under the GDPR for the hall to hold committee members' details and asked the members to complete this form and give to Rhys, The GDPR Policy and Procedures together with the Operational Guidance for our record and information and the new standard Hire Agreement. All these documents need to be printed off by the Secretary and filed away safely. New CCTV signs to be ordered by Rhys. Also Rhys to switch the computer down each day.

SUNDAY 11TH NOVEMBER 2018 - 100 YEARS UPDATE ON MEETING HELD 17TH MAY

Churches have decided to have the main service on that day at All Saints and not at Wartling church. In the evening it is intended to have a short service by the village memorial plaque followed by a soup cheese event. We are organising a tea party in July. Residents are being asked to make poppies for these to be cascaded on the village wall. Four steel soldiers have been completed. Various events were discussed and these will be circulated soon.

FUND RAISING

Although Russ at the Brewers Arms is prepared to do the quiz for us it was felt that the date 19th October was not a good night as it clashes with half term. Left to the Secretary to seek another date and report back at the next meeting. Also to discuss the catering for the event.

MAINTENANCE TO THE VILLAGE HALL

It was felt that the kitchen equipment should be looked at in the light of the Village Hall apply for a grant from the Parish Council. Left to Ian to obtain estimates and report back to the next meeting thus allowing enough time for the committee to make a decision in applying to the Parish Council before their deadline at the end of July.

Efforts should be made to clear out and sort the cupboard.

ANY OTHER BUSINESS

None

DATE OF NEXT MEETING

The next meeting will be on Monday 9th July 2018 at 6.00 pm. The chairman suggested not to have an August meeting and asked that he and the Treasurer sort out any small items that may arise in the interim period. Agreed to both points.