

Herstmonceux Village Hall

Management Committee

Minutes of meeting held on Monday 14th April 2014

1. Present: Mary McBurney (in the Chair). Ian Stewart (Hon. Treasurer), KarenHathaway, Karena Mayhew, Gerald McBurney

In Attendance Rhys Clatworthy

Apologies: Chris Thompson, Jo Angear, Joyce Burt

2. Minutes of the meeting held on 10th March were agreed and signed as a correct record

3. Matters arising (but not on the agenda) None

4. Hon. Treasurer's Report:

	Income	Expenditure
Jan	2712.87	2003.30
Feb	3333.00	4213.51
March	2675.00	3514.15
Total	8720.87	9730.96

This means that for the first quarter there has been £1010.09 more expenditure than income. (first quarter 2013 produced a surplus of £1482.92). Whilst income is steady over last year expenditure on maintenance is increasing as the hall gets older (see Caretaker's report below). Approximately £1000 due to be paid for music licence.

Hall Charges: It was agreed that the hall hiring charges will rise by £1 (one pound) per session – new bookings with immediate effect. Existing bookings from regular users and booked weddings will increase from 1st January 2015

Small Claims Court proceedings are in hand for unpaid wedding booking.

5. Caretaker's Report: 2014 Total value of bookings to end of March is £35103 (3.29% increase for the month). 2015 Total value of bookings to date is £25356 (2% increase).

Electricity: Usage over the last 4 week period was £415.18

Heating: The fragile brackets on the new heaters has not yet been settled. Investigations are still taking place with Dimplex but **Rhys** is making enquiries about having stronger brackets made in Hailsham (Corin Dudley has agreed to this proposal).

Maintenance: Sewage Pumps – routine servicing has been agreed at £180 +VAT per 6-monthly visit to start August 2014. **Rhys** will make enquires about the possibility and cost of a Bio-Digester and **Karen** will get details of Keyservices. **Mary** to enquire of Veolia Trust if this is something they might consider. The repair of the damaged wall is in hand – the perpetrator is organising the rebuilding.

Refuse Disposal: Haulaway are providing an excellent service and respond if asked to make an additional visit – they charge £11.50 per additional lift. Currently they collect on a Wednesday but there can be a problem if the bin is full before the weekend resulting in weekend users having to leave rubbish outside the bin. **It was agreed that Rhys be asked if the day can be changed but if not to check the state of the rubbish bin on Thursdays so that if full Haulaway can be asked to empty the bin before the weekend. This is particularly important if there is a large event over the weekend that will generate additional rubbish.**

G.P. practice/pharmacy: Rhys has extended the delivery arrangements whilst the pharmacy building takes place. Dr Simmons solicitors are in contact with Ian over creation of the access agreement.

6. Solar Panels: nothing further to report except that Action in rural Sussex have asked all village halls if they are interested in a possible wider scheme to make halls more energy efficient – we have said yes!

7. Fund Raising: *Grand Raffle* 1000 books have been printed and will be distributed to users of the hall. Caprice hairdressers will be asked if they will also sell tickets. Posters will be distributed. **All committee members are asked to contribute to the 'Luxury Hamper'**. The draw will take place on Monday 9th June.

8. Maintenance: *Outside Notice Board:* quote of £243.60 to clean and sadolin being applied agreed.

Flower trough – Jo Angear has planted with ornamental grasses – thank you Jo. As this is part of the village war memorial British Legion will be approached to see if they have anyone living locally who might be able to maintain it. It was also suggested that Flowers Green Nursery be approached to provide plants and the school to take it on as a WW2 project.

Rhys was thanked for painting and upgrading the metal tables – a vast improvement.

Maintenance weekend. **All committee members are asked to help on 5th July** to steam clean the chairs, carpet, kitchen and toilets. Karen and Rob have generously offered to repaint the small hall and kitchen.

9. Any Other Business: It was agreed that Pre-School can display, outside the hall, a banner advertising their Open Days.

10. Date of next meeting: Monday 12th May 2014 at 7.30 p.m.