

## **MINUTES OF THE VILLAGE HALL COMMITTEE MEETING HELD ON MONDAY 12TH JUNE 2017**

### **PRESENT**

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

The Secretary has been informed that Cllr Malcolm Bradshaw will no longer be attending the Village Hall committee meetings as he feels that there are sufficient councillors on the committee to report back to the Parish Council.

### **APOLOGIES**

None

### **MINUTES OF THE MEETING HELD 8TH MAY 2017**

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

### **MATTERS ARISING**

#### **Small kitchen units**

The Secretary had applied for funds through the Sussex Express Community Fund but to date had not heard any news.

#### **Play Group**

The Chairman and Treasurer were aware that Karen Hathaway was selling her business and thus the Chairman had sent an email to all committee members informing them of this fact. He has received a resignation letter from Karen and the committee would like it recorded in the minutes of our thanks to her for her participation on the committee over the years. Ian Stewart said he would like to write to her on the committee's behalf acknowledging her letter. Agreed.

The Secretary was asked to write to the new owners Nick Porter and Ruth Dickens asking for one of them to join our committee. The committee learnt that there would be no changes in running the Pre school but would still allow staff to use Rhys' office for writing up their reports.

### **TREASURER'S REPORT**

#### **April**

Bank Balance at end of April 2017 was £20142.42

Income March £4126.00

Expenditure £2653.91

1. The month was good with income being maintained and expenditure under control. We seem to be benefiting from the increases in hire charges and with thanks goodness no unexpected expenditure
2. The main cost this month was the machine to paint the white lines (£316.34) and the stencil to do the disabled sign (£140.34) The work has been partially completed and this will be completed in May. The machine will be used in the future the only additional cost then will be the paint

Other than this there is little to report for this month

### **May**

Bank Balance at end of May 2017 was £20,256.35

Income £2426.00

Expenditure £2312.07

- 1 This month was good albeit it would have been better if I had managed to bank £954 that came in at the end of the month for May lettings in time! Unfortunately with the Bank Holiday this delayed matters but will now show up in June
- 2 There have been no major expenses this month

Other than this there is little to report for this month.

Ian reported that Andrew Phillips has all the papers to audit the accounts for presentaiton to the Charuity Commission before the end of October 2017.

Bryan gave Ian Dragon Signs' bill for our aluminium sign and gave Bryan a cheque in settlement which in turn he would give to Dragon Signs.

### **CARETAKERS'S REPORT**

This month has been low in general wih activity for enquiries or bookings. The transition of the new owners of Pre-school was seamless and the liaison between us is excellent.

### **Bookings**

2017 – The value of bookings at the end of May 2017 was £36411. This is an increase of £387 over the month and we are £1036 down on last years figures at this time.

2018 – Value of bookings stand at £27555.. An increase of £407.00 over the month.

**Electricity** – Usage over the last 4-week period was £186.00

**Maintenance**

- Pumps – no problem

**Actions**

- Pyrotec have done the Fire Assessment but we still have not received the results, which Rhys will chase.

**Waste Disposal** – Normal collection

Rhys reported that ants were a problem at the moment but he was laying talc to deter them!

**FEASIBILITY 5 METRE BUFFER FOR USE AS A PLAY AREA**

It was left to Ian to contact the new owners of the Pre School as to whether this matter should be furthered.

**ACCESS ROAD/LEASE**

Ian informed the committee of the incident involving the parking recently of a UPS delivery van and is pursuing the matter further with them, having informed the surgery and pharmacy of this incident.

The Secretary was asked again to contact the Parish Clerk stating our frustration that this matter seems no nearer completion after some two years of negotiations.

**MAINTENANCE TO THE VILLAGE HALL**

Sheila had obtained a quote from Paul Hodges who had divided the re-decoration of the hall into lounge, hall, small hall, toilets, kitchen, small kitchen, office and corridors. It was decided that Ian completes the form to the Parish Council asking only for a grant of £2,500 towards having the hall small hall and kitchen re-decorated and the difference being borne by the village hall.

**ANY OTHER BUSINESS**

**HATS**

Chris and Ian asked the committee for their permission to encroach some 3' of the stage for the benefit of putting staging/scenery for their next production. Rhys would check the village hall diary to see if any bands were scheduled to play during the run up to their production who might have problems with less space and get back to Chris.

Charitable Incorporated Organisation - Although the Secretary had taken this subject off the agenda it was felt that it should be put back on the agenda so that we do not forget

this matter.

The Secretary informed the committee that AirS would be using the village hall car park as a pit stop in conjunction with their Sussex Day Cycle Ride at 4.00 pm on Friday 16<sup>th</sup> June 2017

Action in rural Sussex

The Secretary asked whether it would be beneficial for the Village Hall to be a member of their Village Halls & Community Buildings Advisory Service. The committee felt that it would be and asked her to contact AirS for us to become members.

**DATE OF NEXT MEETING**

The date of next meeting will be on Monday 10<sup>th</sup> July starting at 6.30 pm