

MINUTES OF THE VILLAGE HALL COMMITTEE MEETING HELD ON MONDAY 9TH SEPTEMBER 2019

PRESENT

Chris Thompson (Chair) Sheila Charlton (Secretary) Ian Stewart (Treasurer) Karena Mayhew and Nick Porter

APOLOGIES Received from Liz Ford Bryan Naish

MINUTES OF THE MEETING HELD ON 8TH JULY 2019

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

MATTERS ARISING FROM PREVIOUS MINUTES

Fire Shutters - quotes for next meeting

The carpet in the lounge has been cleaned. Ian was thanked for carrying out this task

Signaturies Treasurer arranging for the necessary forms to be completed and sent back to HSBC Global - in the process of returning the unit.

TREASURER'S REPORT

The report below was circulated by the Treasurer to committee members in August 2019

July	Income	£3054.00	Expenditure	£6476.63
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This may seem a real "ouch" but the following big bills came in this month

Active pumps	£1848.00
Insurance	£1422.57
BT	£ 383.62

Dishwasher

We have had someone look at the dishwasher. They have tried to get spares but have been unsuccessful. ~The Treasurer has looked online and this model is no longer made. The repairman said in 20 years he had never seen a model of this make!

They have given a quote for a Blue Seal SD5ECBT2 washer. This has been looked at on line and seems to fit the bill. Have spoken to another hall and they have a Hobart washer. A quote has been requested.

The cost of the Blue Seal is £2040 to supply and fit. Confirmation has been asked if this includes dumping of the old machine.

Treasurer has submitted to the Parish Council an application for a grant of £2040 which we hope will be successful.

The Treasurer asked that before he orders would be glad if members took a look and confirm they are happy with the machine. Treasurer would like to get this ordered and installed before the next

Luncheon Club in early September.

Day to Day business

The Secretary and the Treasurer are coping learning the systems. They had a meeting (at a cost of between £200 and £300) with the maintenance people for the Fire Alarm, Intruder Alarm and CCTV. They are going to teach them how to fully operate the systems.

We have had an inspection on the Fire Alarm and the Annual Fire Inspection. We have the report on the former which is OK but await the latter. One suspects as before they will be wanting payment first.

The electrician has been asked to do the Annual PAT testing as this is now overdue.

There is much more to be done that was first realised ... monthly inspection of fire extinguishers, check on alarms, meeting people to arrange entry, making sure all the equipment they may want e.g. screens etc is in place etc. Rhys' job was very time consuming! We may struggle to find someone to devote the time and effort to the job in the future for what we can afford to pay!

We are taking new bookings and issuing agreements. The Treasurer is able to issue monthly invoices to regular and other users but at present by post. He has managed to learn how to email these and will try in the future to do this to save postage.

The Treasurer has arranged with James Gallifant, our web man, to update the online booking chart and teach how to do this from time to time but will have to get him to do it again as it is not easy. A lot of paperwork needs updating to remove Rhys' name but as yet have not managed to sort that out.

The treasurer then gave his report for August 2019

August Income £2016.00 Expenditure £4777.05 including the new dishwasher £2040.00

Pyrotec have done the Fire Risk Assessment at a cost of £474, which is included in this month's expenditure. The report has been received and needs to be read and actioned.

The Secretary and Treasurer have been instructed on the Fire Alarm and Intruder Alarm systems. A weekly check needs to be done on fire extinguishers and fire alarm.

A camera needs to be replaced by the office and playschool doors as they are not in focus. An order has been placed and paid (£232.18) Important that this is replaced as it guards the playschool doors.

The carpet in the lounge is now clean.

Global payment cancelled for the credit card machine as we did not complete the initiation part.

PAT testing has been carried out.

CARETAKER'S REPORT

The treasurer went through details of outstanding matters which are in hand.

CAR PARKING

We have been informed that the builders will have completed the houses by September and thus will not be utilising the car park. However should their completion over run, then we will

come to an agreement with the further use of the car park.

QUIZ - 11TH OCTOBER

In looking at the diary there had been some confusion over bookings and thus it was decided to cancel the quiz.

MEMORIAL SEAT

It was left to the Secretary to seek quotes for a memorial seat and report back at the next meeting. In the meantime Ian would broach the subject of having a memorial seat in Rhys' memory with Pam Clatworthy.

REVIEW OF HALL FEES FOR 2020

It was agreed by the committee that this matter be discussed by the new officers after the 2020 AGM in February.

EXTEND

It was learnt that Extend would cease using the hall at the end of September with a possibility of reinstating Extend in April 2020

The chairman stated that HATS might take up some of their bookings during November

ANY OTHER BUSINESS

Ian and Sheila informed the committee that they are willing to continue until the end of the year looking after the running of the hall at which time the matter should be put on the December agenda for further discussion.

VE Day 75th Anniversary

A meeting of parish organisations have been invited to the village hall on Thursday 19th September 2019 to discuss community events for the parish

Village Hall Week - 20th to 26th January 2020

Although this is an admirable event the committee felt that no real benefit would be gained by opening up the village hall on National Open Day Saturday 25th January 2020

The Secretary reported that she had met Alec Darling emergency planning officer at Wealden in relation to exploring possible sites within Wealden that could potentially be used as a rest centre in the case of an emergency. The village hall is now a designated Emergency Rest Centre.

The Secretary also informed the committee that Wealden Grant Programme is now open for applications until 30th November 2019. Discussion ensued as to applying for grant money eg

High Speed broadband Upgrade of Wi-Fi Kitchen shutters Back bank making it a more friendly

children's play area. Nick to draw up a plan

Left to Secretary to pursue this matter

HATS are awaiting invoice from the village hall with regard to their half contribution of having the stage sanded and painted. Noted The treasurer asked whether a present could be given to Ruth Palmer in appreciation of her help with Ian over two weekends to complete this work. Agreed.

Skip

It was felt that this was the time to have a skip to clear out items that were no longer needed. Agreed that the Chairman Secretary and Treasurer to oversee this matter.

Cupboards

To look at the contents of cupboards around the hall in the near future

As the secretary will be away on holiday Karena kindly offered to take the minutes at the next meeting

DATE OF NEXT MEETING

The next meeting will be held on Monday 14th October 2019 at 6.00 pm