

MINUTES OF THE VILLAGE HALL COMMITTEE MEETING
HELD ON MONDAY 9th MARCH 2020

PRESENT

PRESENT Chris Thompson (Chairman) Ian Stewart (Hon. Treasurer) Jo Angear Karena Mayhew Liz Ford (Tiddlers & Toddlers) Nick Porter Sue Wicks (Extend) and Lisa Taplin (Dance Mavericks)

APOLOGIES

Sheila Charlton, Joyce Burt, Bryan Naish

MINUTES OF THE MEETING HELD ON 10TH FEBRUARY 2020

The Minutes having been circulated will be signed by the Chairman as a true record of that meeting after the following amendments. Finance Report change price of new shutters for the kitchen from £1,0000 to £1,000. Lisa not clearer but cleaner. Also add that Nick Porter requested to make changes to the outside play area of the small hall used by the Pre School. Bryan Naish requested that Nick present his plan for the area in writing. This will be done at the March meeting.

MATTERS ARISING FROM PREVIOUS MINUTES

A letter of reply has been sent to Teresa Naish by the Chairman after a discussion with Sheila and Ian.

A letter of thanks as been sent to the cleaner, Lisa, as agreed.

A second quote to fence the top bank at the rear of the bus shelter has been requested from Mick Goodsell.

Ian has sent a letter to all regular hall users requesting their dates for 2020/21. They have all replied and forwarded the dates they would like booked.

FINANCE AND MANAGEMENT REPORT

| | | | | |
|--------------------------|------------------|--------------------|------------------|----------------|
| February - Income | £4,602.00 | Expenditure | £2,532.02 | Surplus |
| £2,609.98 | | | | |

Included in the expenditure is the payment of £815 for the hall annual PPL/PRS licence for the playing of music in the hall by users without their own licences.

The electricity bill has levelled out, Ian will read the meters again this week. It has been noticed, by users present at the meeting, that the thermostats are often turned up by some users and not turned back down again at the end of their sessions. New signs will be made and put up over each thermostat.

Ian reported that there are three maintenance jobs that he has sought quotes for:-

A cracked toilet in the ladies cloakroom, repairs to the hall notice board, a visa in the kitchen door. Nick offered to repair the notice board. We will see what the quote is for the job.

The treasurer has received quotes for 2 new shutters for the kitchen. We need to find the cost of connecting the shutters to the fire alarm. When we have this, the job will go ahead. We could apply for a grant from Herstmonceux Parish Council after 1st April 2020 for this work.

The treasurer to set up a meeting with James Galliant so that they can update the computer information.

We have been informed that Castle Water have agreed to reimburse the hall for wrongly charged invoices. Amount not yet known.

CARETAKER'S POSITION

Although the position has been advertised on the Herstmonceux community page and at the Village Information Centre no response has been received as yet. It was agreed to advertise more widely. The secretary will be asked to arrange for an advert to be put on the Parish website, Parish magazine and one on the notice board in the hall.

ADELE TRIBUTE EVENT held on 7th March 2020

This was a brilliant event thoroughly enjoyed by all who attended. Chris informed the committee that ticket sales were £1,980. Raffle £223. Bar £364.

There may be a few more expenditure items but the Hall and HATS will each receive nearly £1,000.

DEFIB

Nick Porter will pursue the matter with Hailsham Lions and report back at the next meeting. We will also look into other areas for financing this. Waitrose or Tesco's may be able to help.

ANY OTHER BUSINESS

Ian will repaint the white lines in the car park when the weather is drier. The mud that has run into the kerbs and edges of parking bays, in the heavy rain, will need to be cleared before painting can take place. The car park and front garden need a tidy-up. We will arrange a time to do this when the weather improves.

Corona virus, this was discussed. Nick will forward each of us the official information he has been sent. Chris said we will have to adhere to the Government instructions. An emergency meeting of the committee will be called if we are asked to close the Hall.

Ian will pursue purchase of 70% alcohol hand gel. Fixed containers will need to be used if we can locate any hand gel.

Nick requested approval to remove some of the large play equipment outside the small hall.

The equipment is old and does not conform to risk assessments. This was agreed.

Sue asked if the Hall has first aid kits available. Ian confirmed that we have and that the contents was completely replaced with new in the last 3 months.

DATE OF NEXT MEETING

The next meeting will be on Tuesday 14th April 2020 at 6.00 pm