

**MINUTES OF THE HERSTMONCEUX VILLAGE HALL
MANAGEMENT COMMITTEE HELD
ON MONDAY 14TH JUNE 2021 AT THE VILLAGE HALL**

PRESENT Chris Thompson(Chairperson), Ian Stewart (Treasurer), Liz Ford, Karena Mayhew Bryan Naish, .Nick Porter, Lisa Taplin, and Sue Wicks

APOLOGIES Jo Angear and Sheila Charlton

MINUTES OF THE MEETING HELD ON 10th MAY 2021

After the amendment to the date of the last zoom committee meeting to 22nd March 2021 the Minutes were accepted by those present as a true record of that meeting, having been circulated to members before the meeting.

MATTERS ARISING

None as subject matters outstanding would be covered in the meeting

TREASURER'S REPORT

On the 1st April we should have received into our bank the £3,000 grant from Wealden District Council. All previous grants that have been previously applied for by the treasurer have now been received.

May 2021

Income £660.00

Expenditure £904.16

HALL UPDATES

The main kitchen shutters have now been ordered, from Syston, and are being made. When completed these will be linked into the fire alarm system by our electrician. They should be ready by July or August. The total cost will be between £5000 and £6000.

The fencing has not yet been repaired. The contractors have been contacted again.

Defibrillator - Ian will ask the clerk to the Parish Council for details of supplier and will then obtain the cost for one to be fitted at the hall.

A number of users have restarted in accordance with rules and others are considering restarting in July and September.

Whilst at the meeting the latest Covid19 restrictions were received. This will mean that the rules will apply to 4 or 5 functions that have been booked to take place before the new relaxation of rules date of 19th July.

Ian has not yet taken any action regarding the updating of the computer.

Cleaners' hours – the new hours will be 10 each week and the payment each calendar month will be £433. The hours will be mainly worked 2 hours for each of 5 days weekly but can be flexible if there are events that may need extra time spent cleaning afterwards. This payment is not subject to Tax or National Insurance and includes holiday payments. Ian will speak to the cleaner and make her aware that she may need to take advice about payments updating her future old age pension.

HALL CARETAKER/MANAGER – DISCUSSION

Several members present have contacted Ian with input for the job description. After a short discussion it was decided that the hours offered will be 10 each week and the pay £10 per hour. The job will need the employee to have a current Enhanced DBS. Nick kindly offered to go away and compile a job description which he will e-mail to each of the committee for discussion at the next meeting. It is anticipated that the job will be advertised, interviewed for and the position filled by September.

ANY OTHER BUSINESS

Lisa asked if, in light of extension of the lockdown, would the reduced rates of payment for hirers remain. It was agreed that the reduced payments will continue until the end of July

DATE OF NEXT MEETING

The next meeting will be on Monday 12th July 2021 at 6.00 pm in the village hall.