

**MINUTES OF THE HERSTMONCEUX VILLAGE HALL
MANAGEMENT COMMITTEE HELD
ON MONDAY 13TH DECEMBER 2021 AT THE VILLAGE HALL**

PRESENT Chris Thompson (Chairman), Ian Stewart (Treasurer), Sheila Charlton (Secretary) Bryan Naish, Liz Ford, Jo Angear, Sue Wicks, Lisa Taplin Karena Mayhew and Philippa Reid

APOLOGIES Nick Porter

MINUTES OF THE MEETING HELD ON 11TH OCTOBER 2021

The Minutes were accepted with one amendment 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.

HALL CARETAKER/MANAGER

As members were informed at the October meeting 3 members of the committee would be interviewing a possible candidate. The candidate Philippa Reid was duly appointed and started her duties on 1st December with a probationary period of three months at which time to look at how things were progressing.

TREASURER'S REPORT

(*NB The November meeting was cancelled due to being unable to have a quorum present hence the October report is being minuted, though this was circulated to members)

October

1. Income	£2764.00
Expenditure	£2291.70

Surplus of £472.30 but note due to annual leave Pre-schools September bill was outstanding at time the Treasurer received the Bank Statement so if included at £720 better month than expected.

We have had two events that caused issues. One a 70th birthday and the other a wedding. Basically clearing up and cleaning and leaving equipment in hall made life difficult but we have charged excess for their failures

IMPORTANT Ampower electricity supply. We have now been told that they have ceased trading. We have been contacted by wuenergy the company nominated by OFGEM to take over from Ampower. We have also been contacted by Full Power Utilities Limited, the company that originally found Ampower for us as a cheap supplier. We are awaiting details of proposed charges from wuenergy and will then try to organise the cheapest possible replacement for Ampower. Please note – depending on what the new charges (if any) are we may have to consider levying a fee for every hire to cover the additional electricity charges.

The treasurer has acquired a microwave for the small kitchen. This was paid out of our funds of £134. Application to the VIC for the microwave was not made as they were aware we were also looking for a defibrillator. The cost of one will be something from £1000 to £1500 and then there is the need for the electricity connection. We are in touch with our electrician to see about the connection and also to do the PAT testing which is now due

The website is now up to date. The Office 365 being sorted by Uniserve. They have registered us as charity users at greatly reduced cost. Uniserve have tried to mend the scanner on the printer but the cost of Xerox spare parts is extortionate so a simple scanner has been acquired for approximately £100.

Donation made to Royal British Legion of £25

PPL/PRS music licence renewed at a cost of £133.64

The treasurer has filed the Charity Commission Annual Return and updated the committee members as Trustees, who may receive an email from them as the treasurer registered them all as new trustees from 1st January 2020.

As so many people now pay online we are going to have to investigate getting online access to account if only for checking payments

Chairs An initial investigation has been made as to the cost of replacement chairs. These seem to vary from about £40.00 per chair for the cheapest to about £70 for the best quality

November

Income	£4626.00
Expenditure	£1884.32

Electricity. Bill received from Wu energy for 15/11 to 30/11. Estimated at £479.18. On actual reading would have been nearer £1452! Wu rates day 33.25p and night 19.17. Our new rat3es are day 25.04 and night 19.242 so a bit cheaper on the important rate

Computer – Still awaiting sorting of Outlook 365 as James Gallifant has been away. The new scanner fitted and linked to the computer. Cost £100 plus £40 for fitting. Works well and now can send bills by email..... didn't work properly before!

HSBC – have applied for Online, filled in forms and posted 21st November. Not had a response.

Bought Christmas tree and timers

Defib. Still waiting for electrician. He did try one date but treasurer was occupied so will try over the next few weeks. Also need him to do the PAT testing

Bought and fitted outside light with solar power. Works but does go out

New water meter fitted

The hot supply to the main kitchen still intermittent. Managed to get one plumber to reply but he then fell ill and not yet resolved.

Hedges have been cut

New Covid rules distributed. Signs still up so up to users but will need to remind them

The Music Bunnies have ceased using the hall as has the Wealden Astronomical Society who are now at the Castle with the University. They were very grateful for use of the hall but in reality they are better off in the dark at the castle

Philippa Reid has started training and is doing really well. There is so much to learn but we are getting there.

WI – HIRE CHARGE 23rd OCTOBER 2021

On 23rd October the WI had their usual Fashion Day at the hall which clashed with the job clinic at the surgery of which the hall was not made aware and then at short notice. The WI have brought a complaint to the committee on the grounds that they lost revenue over this situation and seek recourse **of £50.00**. After discussion it was decided that a letter be sent to the surgery asking for recompense for the loss of money at the WI event. Also it was agreed that when the WI next hire the hall they should not pay charges for such an event.

INCREASE HALL CHARGES FOR 2022

After much discussion it was agreed that every hire session of the hall from the beginning of January 2022 should be increased by £2.00 due to the future increases in electricity charges. Also discussed was the particular circumstances surrounding heating of the hall and it was left to Ian to inform all hall hirers on how to manage the heaters. This situation to be looked at in six months time. Also -yet to be decided - that there should be a special hire charge of the hall for birthdays and weddings events.

ANY OTHER BUSINESS

The replacement of chairs to be looked at soonest.

It was felt after the above discussions that a new check list be updated with regards to heating, putting away chairs etc.

Kissing gate

The matter of the kissing gate which was sited at the top of the recreation ground was brought to the attention of the committee. At the moment it is being stored at Mick Goodsell's place. The Parish Council feel that it should be on display somewhere, possibly at the village hall. After discussions it was suggested that it could possibly go on the patio outside the village hall. The matter to be thought about and discussed at the next committee meeting. It was understood that the parish council would pay for any expenses incurred

DATE OF NEXT MEETING

The next meeting will be on Monday 10th January 2022 at 6.00 pm in the lounge of the village hall.