

**MINUTES OF THE HERSTMONCEUX VILLAGE HALL
MANAGEMENT COMMITTEE HELD
ON MONDAY 11TH JULY 2022 AT THE VILLAGE HALL**

PRESENT Chris Thompson (Chairman), Ian Stewart (Treasurer), Sheila Charlton (Secretary) , Bryan Naish, Philippa Reid, Sue Wicks and Lisa Taplin

APOLOGIES Janet Message Jo Anger Liz Ford. Mary Lovell Ron Ball and Nick Porter

MINUTES OF THE MEETING HELD ON 13TH JUNE 2022

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

MATTERS ARISING – The Chairman stated that all matters arising from the previous meeting would be contained in the Treasurer’s Report and the Hall Manager’s Report

TREASURER’S REPORT

JUNE 2022

Income	£2739.00	Expenditure	£1646.08
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Chairs – The order has been placed though there would be a delay due to the supplier awaiting cover material

Cleaning chairs – awaiting quotes

Defibrillator – Nothing to report

Blinds – have now been fitted and look good

Roof - Having placed an order a visit from the roofers will take place on Thursday at which time a deposit will be handed over to start the work.

Water & Sewage have been sorted out with Overflow at a cost of £100

Electricity – our bill is just under our estimate which has been due to our regular hall hirers’ turning off heaters after their sessions. The Treasurer requested that a letter be sent to them thanking them for their due diligence in this matter. Philippa will carry out this request.

Ray and Sheldon’s cupboard. The transportation of this is in hand.

Hall hire charges for 2023. The Treasurer asked that this matter be put on September’s agenda. Noted.

HALL MANAGER’S REPORT

Hall bookings are continuing well for 2023 and also bookings are being made for 2024!

Recently had a problem with the alarms which has been rectified. It was noted that we would shortly be having an annual visit from the alarm people

Hot water tap – The problem is due to corroded pipework. Matter in hand.

Kitchen – will shortly have a deep clean (£200) as the facilities are in need of this.

Risk assessment. Although Philippa had contacted Karena Mayhew paperwork was not available. However Karena promised to supply a risk assessment form.

ANY OTHER BUSINESS

Cleaning of stage curtain – matter for discussion at next meeting - Noted

General cleaning. It was agreed that Ian and Philippa would carry out an inspection of the whole hall picking up areas in need of work and to make contact with a decorator for a quote to remedy the work needed.

As Sue Wicks had changed her time from pm to am it was realised that the new time would clash with Vitality Villages coffee mornings. The Secretary stated that plans were afoot to rectify the situation.

DATE OF NEXT MEETING

The next meeting will be on Monday 12th September 2022 at 6.00 pm in the lounge of the village hall..