

Stanton Lacy Village Hall

Minutes of Committee meeting on 9th March 2020 at 7pm.

1. Attendance:

Robin Gatehouse (RG); Phyllis Steventon (PS); Dot Williams (DW); Steve Middleton (SM); Graham Spiers (GS); Elaine Lloyd (EL); Mervyn Jones (MJ); Phil Keene (PK); Jo McLachlan (JM)

2. Apologies:

Barry Wilson; Emma Gatehouse

3. Minutes of the last Meeting: Approved.

4. Matters Arising:

EL said the girl guides are now not booking for April but may come another time.

No bookings for overnight stays by most other organisations or individuals are permitted under the terms of the halls' insurance policy.

AT Lloyd is due to finish electrical work. It is noted that PATS testing is due.

MJ had tried to register online for the advertised government grant in January, but the site indicated the fund was already closed. In case it re-opened, he left an expression of interest

on behalf of the village hall. The indication was that the government fund would cover 20% of improvement costs.

MJ reported that on the matter of building work, Ferg D'Arcy had done a rough estimate of costs indicating figures of approximately £40,000 upwards plus professional fees of approximately £5,000, with another £5,000 -10,000 to cover fitting the kitchen. Ferg will obtain a proper quote on headed paper to accompany grant applications.

5. Treasurers report:

JM had sent out a report to all members by e-mail. She handed round a schedule of income and outgoings up to end February 2020 which did not include hire charges or bar takings.

The grant money from Tesco has now all been paid in and spent.

There was some discussion on the present cost of electricity and if it could be lessened.

6. Fees, Conditions of Hire, Website:

There was discussion on various draft documents, previously circulated, including proposed tariffs, booking form, conditions of hire, child protection and vulnerable persons policy and the setting up of a website for the village hall, separate from the Parish Council one. MJ produced a draft document dealing with Health and Safety, principles and procedures. GS has made enquiries on the costs of a website, which are reasonably cheap. It was agreed that all

documents, once finalised, should be signed by the Chair of the Committee and displayed at the village hall.

GS showed members an example of a digital calendar for bookings, hires and events, which could be loaded on to the website and would provide potential users with information such as availability. It was agreed to proceed with this, although EL, who currently undertakes bookings, did not think she had the appropriate digital technology and devices to continue. She confirmed she would continue to deal with bookings but once the digital system is in place, GS will take them over.

Conditions for hire of chairs and tables were discussed, including some currently out of the hall and whether those are worth keeping. JM pointed out that the insurers would not cover them, or liability arising from accidents involving them, so it was important to have hire conditions absolving the village hall committee from liability. No fees had been paid for the Magnalonga event for the chairs hired in the summer. PS to make enquiries again.

7. Events and Activities:

The Quiz night made a profit of £80.50 with bar takings of £74.

The televised Rugby events made £210 plus £115.50 for the food. Many thanks were expressed to Ian Evans who donated the sausages.

The Murder Mystery evening is due to take place on 28th March 2020.

8. Bar Staff:

Bar staff will be needed for when RG retires from the committee at the AGM. There was discussion on getting a bar manager to stock and run the bar with help, possibly on a rota basis. It was agreed that an advertisement be placed in Ripples and on the Facebook page. GS suggested changing the bar night to another night and encouraging families to come. MJ pointed out what a debt the village hall owed to RG for his tireless work in running the bar over so many years, and all committee members agreed with this.

9. Any Other Business:

The AGM is to be held on 18th May 2020 at 7.00 pm. RG, MJ, JM & PS are to meet to plan it. It will be followed on that date by a meeting of the new committee.

Bus shelter – the Parish Council will be responsible for its siting at the front of the hall and thereafter for its security and maintenance.

MJ reported on the Charity Commission's refusal to approve the proposed change in the Trust Deed to pay trustees for work done. This meant that EL could not be paid to undertake cleaning of the hall. On that basis, EL resigned as a trustee with immediate effect. She was thanked for her previous work as a committee member and support of the village hall.

Heather has given up the key for opening the hall for the last Saturday in the month community market. There was some

discussion on setting up a rota among committee members for the future.

The Memorial Bench for Mrs Gill Parker will be sited at the front of the hall in the spring. A letter from the WI concerning the donation and location of the bench had been received.

10. Date of next meeting:

AGM on 18th May 2020 at 7.00pm, followed by meeting of new committee.