

FIGHELDEAN VILLAGE HALL COMMITTEE

MINUTES OF THE 88th MEETING HELD ON 19 July 2017

Present: Mr B England (Chairman)
 Mrs M Try (Secretary)
 Mr A Hayes (Hall Manager)
 Mr R Horner
 Mrs L Chapman
 Mr T Mason
 Mr D Hanson
 Mrs C Hicks (Treasurer)
 Mr A Hicks
 Mr J Menzies (Parish Council)
 Mr D Amison (Holding Trustee)
 Mrs C Lacey (Monday Lunch Club and School Governor)

Item		Action
1	<p>Welcome and Apologies</p> <p>The Chairman welcomed everyone present and introduced Mr D Amison who has kindly agreed to be a Holding Trustee. Apologies for absence had been received from Mr T Woodbridge.</p>	
2	<p>Minutes of the 87th Meeting</p> <p>The Minutes, having been circulated, were approved by those present and signed by the Chairman.</p>	
3	<p>Matters Arising</p> <p>There were no matters arising for discussion.</p>	
4	<p>Treasurer's Report</p> <p>4.1 The new Treasurer, Mrs C Hicks presented her first report. 4.2 Mrs Hicks reported a difference of £193.21 in the figures between the Bank and the previous Treasurer's accounts. There was also a difference between the Bank balances and the closing balance of the last quarter's financial statement January - March. It will therefore be necessary to apply a further adjustment of £206.32 to the April-June 2017 quarterly account. The committee agreed to record this as a minus of £399.53 in the balance sheet. The opening balance of the three bank accounts for the next quarter is £15,336.47. 4.3 The payments made St Michael's School were due to be received three times a year. 4.4 The high electricity bill was noted. This was the first bill since the installation of</p>	

	<p>the new heating. The Hall Manager will compare the unit usage and cost with the previous system.</p> <p>4.5 As it had not been possible to set up an online bank account with Santander due to the multiple signatory requirements the account will be closed. An online account has been set up with Lloyds which also offers local access for the banking of fees from the hire of the Hall and any other requirements.</p> <p>4.6 The Hall Manager will research alternative companies for the maintenance of the heating system. The cost of the current contract with AJK requiring twice yearly maintenance was felt to be rather high.</p> <p>4.7 The Treasurer will provide a monthly breakdown of purchases made by the Hall Managers and by the cleaner.</p>	
5	<p>Mr Geoff Ford addressed the committee regarding the use of the Village Hall by non-residents and its impact on the village and the use by villagers.</p> <p>5.1 Questions had been asked about who owned the Hall and about its obligations, whether the amount of the use by outsiders altered its connection with the village, whether the advertising of the Village Hall on the website was always beneficial, whether there was an analysis of the percentage of the use of the hall by outsiders and the financial benefit from advertising the Hall on its website. It was requested and agreed that the Agenda and Minutes of meetings would be displayed on the Hall Notice Board, in the village magazine and on the website.</p> <p>5.2 The Chairman advised the meeting that the Hall was granted to the village by a Deed of Covenant. The village always had priority over the use of the Hall. The use of the Hall by outsiders was essential to its viability, particularly once income from St Michael's School and rent from the mast ended.</p> <p>5.3 A review of charges made by local village Halls for external users will be undertaken for comparison.</p> <p>5.3 The Parish Council are custodians of the recreation ground and playing field. Figgfest is organised by the Village Events Committee.</p> <p>5.4 The Committee had not received any complaints about the use of the Hall by the Caravan Club.</p> <p>5.5 The chairman will ask the Parish Council if the wording in the lease of the car park needed to be changed to include caravans.</p>	
6	<p>Hall Manager's Report</p> <p>6.1 Bookings are steady. The date for the broadcast of the wedding programme filmed at the Village Hall will be included in the village magazine.</p> <p>6.2 The Village Hall has been included in a website dedicated to wedding venues.</p> <p>6.3 The Hall had received excellent feedback from a children's party company that will recommend the Hall very strongly.</p> <p>6.4 The Hall Manager advised the Treasurer that there should not be a charge for the new electricity meter.</p> <p>6.5 There is now background heat in the Hall twenty-four hours a day. The thermostat is set low.</p> <p>6.6 A new water heater has been ordered for the cleaner's cupboard.</p> <p>6.7 The guttering at the rear of the building has been repaired.</p> <p>6.8 Mr Menzies will contact the Parish Council regarding possible free supply of</p>	

	<p>scalpings to fill the potholes in the car park. The Chairman will check the lease to confirm that the Village Hall is permitted to arrange for the pot-holes to be filled.</p> <p>6.9 The next Figgfest is being planned. Following discussion it was agreed that the event should not become any bigger.</p> <p>6.10 The Hall toilets had been available for festival goers but regrettably Hall property had been damaged and they may not be made available in future. The festival planners and Parish Council will be asked to investigate the number of toilets required under H&S legislation as the Hall may not meet this requirement.</p> <p>6.11 The wall tiles have been fitted in the changing room.</p> <p>6.12 The Hall manager is updating the inventory of Hall equipment.</p> <p>6.13 The Hall Manager is compiling a portfolio of photographs of events held in the Hall to show to potential hirers.</p> <p>6.14 The Chairman will contact a company to replace light bulbs in the stage lighting.</p> <p>6.15 The Hall Manager has ordered new pads and charger for the defriboulater to replace existing pack when it reaches expiry date.</p> <p>6.16 The Hall Manager informed the meeting that the main hall floor is increasingly chipped and in future will need filling and re-sanding. It was suggested that this be undertaken when St Michael's School ceases to use the Hall.</p> <p>6.17 A conference of Church Wardens sent a very complimentary thank you letter and will book again next year.</p> <p>6.18 School sport equipment is stored at the Hall. Mrs Lacey will ask St Michael's to decide what it will take when it moves location.</p> <p>The Chairman thanked Mr and Mrs Judy Hayes for their excellent work.</p>	
<p>7</p>	<p>Utilisation and Marketing</p> <p>7.1 Mr Horner will review the website to ensure all information is correct.</p> <p>7.2 The Notice Board at the entrance of the car park will be moved to the Hall wall facing the car park to make it more accessible.</p>	
<p>8</p>	<p>Health and Safety</p> <p>8.1 Mr Horner reported that all necessary changes had been implemented.</p> <p>8.2 Additional Fire Exit signs are available if required.</p> <p>8.3 It was not possible to prevent water from the condenser units on the end wall dripping onto the path and freezing in winter. The path will be sanded in winter.</p>	
<p>9</p>	<p>Hall Improvements</p> <p>9.1 The chairman had been approached by AP Wireless to purchase the lease of the Mast. They would pay the Hall the total fee in advance and would guarantee to continue to pay the Village Hall if the lease was extended beyond 2023 when it expires. This raised issues regarding losing control over the mast and tax implications for the Charity status of the Hall. After discussion the Committee unanimously decided not to accept the offer.</p> <p>9.2 Residents experiencing problems with terrestrial television are entitled to compensation from AT800.</p>	

10	Any Other Business 8.1 The meeting was informed that Mr and Mrs Hayes had given notice and will retire on 1 January 2018. The Chairman accepted their notice with great regret.	
	Date of Next Meeting The meeting was closed at 8.40pm. The next meeting will be held on Wednesday 11 October 2017 at 7.00pm.	