

Great Canfield Village Hall

Management Committee Meeting

Minutes of meeting held Wednesday 1st October, 2014

Present: Sue Ball, Philip Seers, James Kellerman, Davis Hummel, Andrew Clack, Jenny Jewell, Catriona Kellerman

Apologies: Tricia Clifton

1. **Minutes** of Meeting on 6th August. Car park discussed – will remain safe and usable for the winter months.
Agreed.

2.1 **Financial:**

- Village Hall Accounts presented by PS from 1st November to 30th June 2014.
Total income £3,318. Total expenses £1,140.
 - Mr Waterman had only put in 2 bills but has continued to do the cleaning.
SB has spoken to him. PS to provisionally account for this.
 - To allow £200 for internal repairs next year.
 - £1,500 profit as Village Hall. Events in future will only be those that take place in the hall. Outside events will be held by the Trust.
 - Draft Budget discussed.
- All agreed.

2.2 **Grants:**

- Total £6,500 obtained. Thanks to PC for all her hard work. £363 still needed.
- SB will buy small things still needed e.g. Toilet seat, paper towel holders, door knobs and emergency signs. Money agreed by PS
- Application for grant from EN Power to be completed for improving the electrics in the hall. PS will contact an electrician for advice on what is needed.

2.3 **Kitchen:**

- Kitchen estimates reviewed. All agreed to go with S Harvey's estimate.
- Electricity to kitchen discussed. New ring main needed and to remove the old heater. New kitchen includes a heater.
- Best time to put in kitchen was thought to be November. DH to liaise with S Harvey. 3 weeks should be allowed for refit.
- Gas cooker discussed. £1,000 agreed for its cost.

3. **Events Committee:**

SB reported for Robert Mackley on forthcoming events planned.

4. Hall Progress:

- Good painting job by Payback team. Water mark noticed on chimney breast at ceiling level. To be checked for a leak. PCC to be informed.
- JJ reported that the fabric for the blinds is being fireproofed then off to the makers. A different pattern has been chosen.
- SB to ask Gill about what extra bits and bobs are needed e.g. door handles.

5. Winter / Spring events:

- £800 profit from the Harvest Festival. Thanks to Keith and Gill for their hard work and the community for supporting it.
- Forthcoming events: Fireworks event, Spanish evening, Cream Tea and Mini Fete.
- Suggestions needed for any other event. A few thoughts discussed. What do people want. AC to poll people on the website and invite people in the community to run or organise events. Advert in Newsletter. PS to give AC and JK a list of interests taken from a previous survey.

6. PCC:

PS reported that a long lease is not likely due to the possible sale of the hall ? for residential use in the future. It is a Community Asset and the only meeting place for the community. The Charity Commission would also want the best deal. It was thought that we need to act now and not let this go on and on. We do not know what the PCC really want. Planning permission would be needed for change of use and this may not be given. **PS** meet up with PCC to discuss this.

7. Regulation:

- All members to read document regarding Safeguarding and Vulnerable persons and suggest what is needed for our purposes. Contact other Village Halls re their safeguarding policy and documentation.
- Fire Risk in draft by SB. Call Local Fire Brigade to discuss.

AOB:

Date of next meeting after feedback from James.