

**Minutes of the Meeting of Winterton-on-Sea Village Hall Committee
Tuesday 21st May 2019 11am Winterton Village Hall**

Present: Ayeshia Hammond Young
Elaine Hillier
Eric Lund
Norman Parcell
Claire Thompson
Catherine Moore (Parish Clerk)

Also attended: One member of the public.

1. Election of Chairman

Eric Lund was elected as Chairman, proposed by Norman Parcell, seconded by Claire Thompson, all in favour.

2. Election of Vice Chairman

Ayeshia Hammond was elected as Vice Chairman, proposed by Norman Parcell, seconded by Elaine Hillier, all in favour.

3. Apologies

John Allen.

4. Declarations of Interest and Applications for Dispensation

None.

5. Minutes of the Previous Meeting

The minutes of the meeting held on 16th April 2019 were **agreed** and signed by the Chairman.

6. Update on matters arising from the minutes

a) Notice Board Access

Norman would be installing the new locks shortly.

NP

b) Cadets Noise

It was noted that Friday nights had seen a considerable improvement, however a recent Monday meeting had taken place where the problems had return. It was suggested that this could be a different group of cadets and parents. The cadet leader had been contacted, and would be addressing the issue with all those involved.

c) Mobile phone for bookings

The new mobile for bookings had been purchased and was being advertised. Claire and Elaine volunteered to take the phone and diary when Norman was away.

d) Revised hire costs

Contact details for all hirers were being drawn together, and the new prices would be implemented from 1st July 2019. A letter was going out informing all hirers of changes to the management arrangements at the Hall. It was suggested that next meeting should review the terms and conditions for hiring the Hall.

Clerk

7. Hall Promotion - Update

It was noted that the Garage Sale had been postponed for a couple of months due to the timing of the changes in the Committee. It was **agreed** that this would be rescheduled for Sunday 29th September 2019, with the Late Summer Fayre on Sunday 1st September 2019. Dates for the Christmas Fayre and the Salvation Army collection would be set at the next meeting.

8. Finance

a) Receipts, Payments, and Bank Reconciliation

There had been receipts of £277.50 and payments of £1,374.23 in April 2019. The earmarked reserve at 30.04.19 was £21,490.96.

b) Accounts for Payment

The following payments were **approved** at the meeting:

V Parker	Cleaning	£58.50
EPS Ltd	Emergency Light Repair	£96.00
	TOTAL	£154.50

9. Maintenance and Risk Assessment

a) Regular Maintenance

It was suggested that the scuffed paint work in the Hall could be touched up, the Clerk was asked to request this from Keith Jones.

Clerk

It was reported that a lot of the chairs were split, and they were getting past their best. Norman **agreed** to look into the cost of new chairs.

NP

b) Fixed Wire Electrical Inspection

Two quotes had been received for the inspection, it was **agreed** to appoint SLD to carry out the inspection at a cost of £220.00.

EL

10. Future Events

Ayeshia Hammond-Young agreed to take on the role of fundraising co-ordinator, and would contact the members of the fundraising sub-committee to find out who still wished to be involved.

AH-Y

11. Any Other Business

a) Mouse Issue

There had been reports of mice in the kitchen, which could relate to bins not being emptied after parties. Elaine and Claire volunteered to deep clean the kitchen. It was noted that the project to extend and refurbish the kitchen would cost around £20 - £25K, and it was suggested that the national grant fund for village halls could be investigated.

Clerk

b) Storage Units

Access to the units was being discussed, and the Committee would look at charges for use at a later date.

c) General Running of the Hall

It was felt that the cleaner probably did far more work and hours than the 1.5 hours she was paid for on a self-employed basis. It was felt that she should be paid for the time spent checking on the hall and making sure it was ready for hirers, and that she should be offered a job on the Council's PAYE

at the same rate she currently enjoyed. It was **agreed** that Ayeshia would discuss this with her.

AH-Y

d) Frequency of Meetings

It was **agreed** that meetings would continue on a monthly basis until the management of the Hall had settled down.

12. Date of next meetings:

- Tuesday 18th June 2019, 11am, Village Hall

The meeting closed at 12.10pm .

CHAIRMAN