**ALL SAINTS AND DISTRICT VILLAGE HALL**

**MINUTES of the COMMITTEE MEETING held on**

**Monday 4th September 2023 at the Hall**

**Present:**

**Holding Trustees:** Clive Bareham (CB), Chris Galvin (CG), Janet Verplancke (JV)

**Officers:** Lynda Porter (LyP) (Treasurer), Michael Shaw (MS) (Chairman), Liz Pedder (LP), Rita Holt (RH) (Bookings Officer)

**Elected members:** Jackie Larcombe (JL), Jo Kieran (JK)

**Co-opted members:** Brenda Bateman (BB), Mark Brooks (MB) (+Panto Soc rep)

**Representatives**:

**1** **Apologies for absence**: Jo Purchase, Bee Bateman, Barbara Faulkes

Absent: (late apologies) Amy Hardy

**2 Minutes of Previous Meeting:** The minutes of the Committee Meeting held on 5th June 2023 were approved unanimously and signed by MS.

**3 Matters Arising**

* Card reader: LyP reported that a card reader was purchased in June for the sum of £113.49. It has been tested and used for the purchase of a Quiz Night table, purchased at a village breakfast.
* Website: JL requested some more up to date photographs, including for committee members’ profiles. MS spoke about publishing minutes of meetings, as discussed at the last committee meeting. It was agreed that JL will post them on the Charity page of the ASVH website, commencing from the AGM in June this year.

**Action**: JL docs to website.

**4 Treasurer’s Report**

MS acknowledged that due to complex personal circumstances, LyP is unable to give a detailed set of accounts. LyP reported a quick summary of money movements since the June meeting. For that period there has been a loss of £745.28, due to several outgoings, including electricity, insurance, card reader, cleaning, kitchen blinds and music licence. This is set against the summer period with fewer bookings in August.

**5 Building updates**

(MS explained that he had grouped this together rather than covering aspects in matters arising.)

* Subsidence: the work has been completed and has included a new ceiling in the bar area, which has also been decorated, along with the chair store
* Decoration: the outside is now finished
* Blinds in the kitchen have been fitted and look very smart
* Front steps have had the yellow lines repainted
* Railings and porch have been painted
* Electrical certification was completed in July - (a 5yearly compulsory requirement)
* Ladies’ toilets have new seats, locks and toilet brushes
* Car Park sign is up. MS recorded our thanks to Richie Gosse who organised the new signage and gave his time gratis. MS is planning to print some flyers for use on persistent ‘offenders’ who park without permission. MS reiterated that special requests for temporary parking by residents is usually possible, with notice.
* Drains at the front of the building have been cleared.
* The auto flush system in the gents is working again. He will ask BB to monitor water consumption.
* The hall has been deep cleaned, following the building work.

**6 Fund Raising**

* Quiz Night: JL reported that 10 tables have been sold (£650) and there are up to 3 more tables to sell. RH will promote this at village breakfast on Saturday. RH has already arranged the temporary event notice and put an advert in the Parish News. JL will need a few more volunteers, and is still gathering items for the raffle, so any contributions are welcome. MS recorded his thanks to RH and JL.
* Film Night: Ideas were discussed, acknowledging that there are already several events in the hall calendar before Christmas. JL suggested that a weeknight might be worth trying and this was agreed. A decision was made, to show The Muppets Christmas Carol on Thursday 14th December, with a Christmas theme. Time and further details TBD. JL will organise some flyers, CG has the DVD.

Actions: volunteers for Quiz Night to contact JL. Film Night on next agenda.

**7 Sustainability**

CB spoke about the Environmental Policy drawn up by IB and the working party. CB has made some minor amendments to the draft document already circulated to the committee. CB proposed that the policy should be adopted, JL seconded this and all present agreed.

CB moved on to explain that he and IB had carried out an energy survey of the hall, which produced encouraging results. Consideration to be given to fitting:

* Foil insulation behind radiators. MB offered some helpful advice on products which are 40% more effective than many others on the market. No storage in front of radiators is also important.

**Action:** MB will source products and prices. There was agreement to CB’s request that this action should be done ASAP and not wait until the next meeting.

* Solar film on windows. A discussion ensued. Some film might be considered for the windows in the kitchen but there was some concern that the film changes the light in the hall and might result in lights being used more frequently.

**Action**: CB will investigate further.

**Action:** MS will send round a copy of the amended policy to committee members and to all regular hall users.

**8 ASVH Long Term Plan**

Referred to JL’s 2019 document on this subject, acknowledging that many items have been done. MS posed the question of whether committee members are content to carry on ‘as is’ or should we consider having a plan to improve the hall, for example with a 5year window.

JL spoke about future-proofing, considering how long it would take to raise funds required to build a new hall, for example in 20 years’ time.

MS asked CB to comment from his professional architect point of view, on the likelihood of improvements, e.g., replacing the roof on the existing building versus a total new build. CB said his gut feel is that replacement would be most appropriate and would offer an opportunity to overcome some of the current issues, e.g., re school requirements.

JK agreed that having a vision for the future would be useful and suggested it would be sensible to ringfence 10% of all funds raised, to put towards a new hall fund. MS suggested that a public meeting would be useful.

JK put forward a concept she is very familiar with called ‘world café’, where a relaxed atmosphere is created to encourage the gathering of ideas from a wide participation. JK offered an example of 2 key questions for consideration at an event which would honour the people and history attached to the current hall (appreciative enquiry), whilst co-creating ideas with the community.

Action: MS asked JK and JL to work together on ideas for taking this forward.

**9 New hall mugs**

In her absence, MS explained that Brenda has requested that the hall consider purchasing white bone china mugs. This was agreed by all present and a total of 100 considered to be the correct number. JL wondered whether they could be branded and MB said he will find out more from a contact he has.

MS will ask BB to investigate further, hoping that bulk buying might improve on the prices.

**Action:** BB to explore best buys etc. MB explore branding costs etc.

**10 Any other business**

MS: 2 blown opening window glazing units will be replaced

MS: brief mention about Martin’s Law which is going through parliament following the Manchester bombing. There is concern that in its current proposal, many community buildings, including village halls, could be negatively impacted. ACRE are fighting the cause, arguing that each building **must** be considered and assessed individually, acknowledging proportional risk.

RH asked about pricing for next year, offering her view that as we are fairly competitive and busy, it would be best to leave the prices at their current level and reconsider after the next AGM. This was agreed to by all present. RH queried how long the school agreement runs; MS will check this.

JL raised the possibility of bike racks (as at previous meeting), acknowledging the Environmental Policy ambition to reduce air pollution and energy consumption. A discussion ensued about the possibility of acquiring a bike rack from the cricket field but JV thinks the Parish Council will want to retain it.

**Action:** Further investigation of bike rack costs etc. is required.

**10 Date of next committee meeting** 21st November 2023 at 7pm., at the hall.

The meeting closed at 20.50.