

West Wickham Village Hall Trust Management Committee

Minutes of a meeting held on 19th May 2021 in the Village Hall 7.30 - 8.35 p.m.

Present: Trevor Hall (Chairman), Diane Hazlehurst, Brian Marshall, Andrew Morris, Alex Schuilenburg, Nicci Trudgeon and Peter Grieve.

Apologies for absence: Di Licence and Georgina Magin

1. Record of Attendance

In accordance with Covid 19 Regulations, a record of attendance with contact details was completed.

2. Minutes

The minutes of the meeting held on 13th April 2021 were approved as a correct record.

Arising from Minute 14(b) - Car Park, it was noted that at least one resident of Home Close was continuing to use the car park. The Chairman agreed to advise Home Close residents that they should avoid using the front car park when it would be needed for events taking place in the hall.

3. Re-opening of the Hall

The relevant parts of ACRE's latest guidance for re-opening village Halls had been circulated.

The hall had been re-opened for use from 17th May and of those seeking to resume use, Yoga sessions were to re-commence from 20th May. The laido group had said they wanted to resume as soon as possible but had not yet formally applied; the Karate Group had said they needed to build back numbers before resuming; Cindy Faulkner and her husband also wanted to return but had not yet completed an application.

Of the local regular club users, the position remained as reported at the last meeting.

4. Neighbourhood Plan

The Neighbourhood Plan Working Group had instituted a consultation under Regulation 14 of the Neighbourhood Planning Regulations 2012. The Village Hall Trust was a consultee and the Committee gave consideration to their response.

The Committee was supportive of the plan and its policies. Specifically there was support for Policy WWK/11 which sought to ensure that any improvements to

community facilities on the site would be permitted even though the site was outside the development framework.

There was a need to correct the plan showing the area of the village hall site to reflect the true position.

It was **agreed** that the Chairman would draft a response on behalf of the Committee and circulate it to members for comment.

5. Future Hire of Hall

It was noted that an item was to appear in the Village Voice next month drawing attention to the availability of the hall on weekday mornings after the Daisy Chains pre-school cease operations in August. The item was intended to encourage local people to organise activities in the hall. It was suggested that, subject to the response to the article, one way of publicising the hall's availability more widely would be through Facebook.

6. Financial Statement

It was noted that the 2020/21 Financial statement would be prepared in advance of the Annual Meeting of the Village Hall Trust, in a simpler form than in previous years.

7. Annual Report to Parish Council

The Chairman had sent a report to the Clerk to the Parish Council for the Annual Parish Meeting on 24th May.

8. Santander Bank Account

A new form signed by Marcus Cornish and Paul Donert had been submitted to Santander in an attempt to unlock the account. If successful the money would be transferred to the Lloyds account.

9. Proposal for Extension

The Chairmen of the Committee and the Parish Council had met two architects to discuss proposals for an extension to the hall. They would be submitting their proposals in due course.

It was suggested that, as well as considering whether the hall should be extended, consideration could also be given to possible adaptations to the existing hall to make it more socially friendly.

10. Late Summer / Autumn Social Event

The planned programme for the event on 4th September was as follows:

- 3.00 p.m. - 5.00 p.m. Family time with children's games
- 5.00 p.m. - 7.00 p.m. Barbecue
- 7.30 p.m. - 10.30 p.m. Music with live band

It was hoped to find volunteers to set up / supervise children's games. No response had been received to the article in the Village Voice.

It was noted that the band had asked to be paid in cash on this occasion but the need for a card reader was discussed as cash transactions were becoming less common. Alex Schuilenburg and Nicci Trudgeon agreed to look in to this.

11. Village Voice Item / Publicity

An item showing the programme for the above event was suggested for the next edition.

It was also suggested that posters be prepared and erected to alert people to the forthcoming event.

12. Lighting

It was noted that two of the lights in the main hall were not working.

13. Next Meeting

Tuesday, 6th July in the Village Hall