

## **West Wickham Village Hall Trust Management Committee**

### **Minutes of a meeting held by Zoom on 25th January 2022 7.30 - 8.55 p.m.**

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

**Apologies for absence:** Di Licence, Georgina Magin and Nicci Trudgeon

#### **1. Minutes**

The minutes of the meeting held on 23<sup>rd</sup> August 2021 were approved as a correct record.

The Annual General Meeting had been held on 4<sup>th</sup> October and arising from that meeting it was noted that the formal appointment of the officers of the Management Committee should be recorded as follows:

- Chairman - Trevor Hall
- Vice-Chairman – Alex Schuilenburg
- Treasurer - Brian Marshall
- Booking Secretary - Georgina Magin
- Health & Safety – Trevor Hall
- Safeguarding Rep - Di Licence
- Minutes Sec -Peter Grieve

It was noted that nothing further had been heard from the Tumbletots organisation who had stated they would be delaying any decision about use of the hall until the new year.

It was agreed that all minutes and agendas should be on the Village web site and the Chairman and Alex Schuilenburg agreed to facilitate this

#### **2. Financial Position**

The Trust had sufficient funds to meet commitments, although it was currently running at a loss.

A sum of £6000 would have to be paid from the Trust's funds towards the new heating system.

£4000 remained in the savings account reserved for the enhanced cleaning etc required in relation to the Covid pandemic.

A further application to South Cambs District Council for an Omicron and Hospitality Grant had been submitted in the sum of £2667. *(note: this application has been successful)*

Consideration was given to the possibility of increasing fees from Hall users in order to mitigate the gap between income and expenditure, which was likely to increase because of the forthcoming increase in electricity costs. Of the current users, the Parish Council and the Hub Nights did not pay a fee and consideration was given to whether this could be addressed, if only to meet electricity costs. The Chairman suggested that fees could be increased to £10 per hour for regular users with a discount applied in appropriate cases. **It was agreed that further consideration should be given to the review of fees at the next meeting of the Committee.**

### 3. Service Contracts.

Contracts had been agreed with Love Energy for both the supply of electricity (est £5700 - £5800 per year Rising from £2730 in 2021) and water/sewage beginning on 11th March. The water contract included the provision of information about usage including how much is being used by allotment holders. It was noted that there was no question about the legality of the supply to the allotments. £10 per allotment had been collected as contributions to the Hall in the current financial year.

### 4. Hall Repairs and external maintenance

The **water heater** in the bar had been leaking and had now been replaced, along with associated plumbing. A cupboard would need to be re-installed. In view of this water heater's failure, the Committee considered the water heater in the kitchen, which was used more frequently, should also be replaced.

**The overhead lights** in the main hall were being replaced by Thomson Electrical, who were currently installing the **new heating system** in the hall. Work had commenced on this and it would include the provision of accessible isolating units.

It was noted that roots from the hedge alongside the **front car park** were damaging the car park surface and action was needed to overcome this problem. Some tidying up work was needed on the **flower beds** at the front and side of the hall.

The current **mowing regime** for the frontage of the Hall was intended to encourage wildflowers to grow in the grass. This resulted in an untidy appearance and the Chairman suggested that it should be mowed more regularly with possibly bulbs being planted around the Village Sign.

### 5. Events

It was noted there had been no takers for the **wine tasting evening** at £30 per head despite it being advertised in the Village Voice. This led to discussions about the possibility of subsidising such an event but also to alternative ways of communicating forthcoming events within the village. It was possible that an attempt to hold a wine tasting evening would be made in March.

There would be events surrounding the forthcoming **Jubilee** to mark the Queen's 70 years on the throne. It was noted that the Parish Council had agreed to contribute £2000 towards these events

Two **coffee mornings** had been held in the Hall and it was intended that these would be regular monthly events. The first two had been well attended and contributions from those attending had more than paid for the cost of hiring the hall.

## **6. Use of Hall and Car Parks**

The Chairman asked the Committee to consider the lack of facilities for young people in the village and how this could be addressed. One possibility was a skateboard ramp and it was suggested that a potential location for this was on the patio area. But this was discounted as activity there may be a problem for users in the hall.

## **7. Items for Village Voice**

Prior to the Covid pandemic, a village diary had been published. This had been discontinued but it was important for the facilities of the Village Hall to be regularly promoted in an eye-catching way, taking up a quarter of a column. It was suggested that Perla be asked to design something suitable.

## **8. Future Meetings**

The following dates were agreed:

- Tuesday 22<sup>nd</sup> March (zoom)
- Monday 20<sup>th</sup> June (Village Hall)
- Monday 22<sup>nd</sup> August (Village Hall)
- Monday 24<sup>th</sup> October (AGM) (Village Hall)
- Tuesday 20<sup>th</sup> December (Village Hall)