

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

### **Minutes of a meeting held in the Village Hall on 20th June 2022 7.30 – 8.30 p.m.**

**Present:** Trevor Hall (Chairman), Caroline Mulley, Alex Schuilenburg, and Peter Grieve.

**Apologies for absence:** Andy Champ, Diane Hazlehurst, Brian Marshall, Georgina Magin, Andrew Morris and Nicci Trudgeon

#### **1. Minutes**

The minutes of the meeting held on 12th April 2022 were approved as a correct record.

The Chairman gave Alex a memory stick containing minutes of the meetings since 2019 for uploading on the web site.

#### **2. Financial Position / Review of Hire Fees**

There was currently £25,546 in the current account and £3277 in the deposit account.

At the last meeting a decision had been made to contact regular users to warn them that an increase in hire fees was likely. The Chairman now tabled a proposal for revised charges to be circulated to regular users which encapsulated increases ranging from 25% (for clubs using the whole hall) to 17% (for the small hall).

Members of the Committee present at the meeting **supported** this proposal in principle but emphasised the need to justify the increase on the basis of the increased expenses which need to be met by the Village Hall, particularly in relation to electricity, which had more than doubled, and water.

In consulting the regular users it was also **recognised** that in some cases where membership was small (notably the Local History Club) it may be necessary to offer a discount as had been done for the Pre-school in the past.

#### **3. Terms and Conditions of Hire.**

The terms and conditions approved at the last meeting were still to be uploaded onto the web site and Alex indicated that this was on his 'to do' list.

#### **4. Hall Cleaning and Inspection**

Following the Platinum Jubilee event held in the Hall on Saturday 4<sup>th</sup> June, the Hall had been cleaned the following morning and this had proved to be satisfactory.

At the last meeting the Chairman had agreed to find out the cost implications of asking the cleaner to change days from Saturday to Sunday when an event was planned for a Saturday (eg hub nights). The person cleaning would be on time and a half and therefore there would be an increase of £32.50 to the monthly cleaning bill.

## **5. Hall Repairs and external maintenance**

The Chairman gave an update on the repairs and improvements being carried out in the bar and kitchen

- It was **agreed** that a dishwasher for the kitchen be purchased for £349 and fitted in the position currently occupied by the freezer, which would be moved to a position beneath the work top in front of the serving hatch. (It was noted that there had been occasions when the freezer had been inadvertently switched off and it was considered that a 'fish switch' should be obtained to prevent this happening in the future.) In discussing the dishwasher, Caroline offered to unload it when necessary.
- Units with drawers for the storage of glasses could be purchased for £462.
- Tom Licence was still to install a new cupboard around the replaced water heater in the bar.
- Thomson Electrical would be connecting the new defibrillator to the power supply
- It was noted that Carol Hall and Jan Dennis had weeded two of the beds adjoining the hall and Peter offered to assist when they tackled the remainder
- the process of re-decorating those parts of the wall where the former radiators had been, was in hand.

## **6. Events**

The regular coffee mornings were continuing but they had now changed to the second Thursday in the month.

The Jubilee celebration had been well attended and it was hoped that some of the people who had come to the hall for the first time would continue to come along to future events.

At the last meeting it had been suggested that a children's party would be organized for December and also that at some stage a quiz night could be arranged.

## **7. PV Installation – Grant Application**

At the last meeting the Committee had discussed a quote received for the installation of 33 Solar Panels on the roof and had expressed the view that if we were to go ahead with solar panels it would be more cost effective if we invested in a battery so that electricity generated in the daylight could be stored for use in the evening when the hall needed to be heated and lit.

The Chairman now reported on a revised scheme for a reduced number of panels (12) plus battery which would cost £15000 and an application for a grant under the Zero Carbon Communities fund for £4000 which had the support of local District Councillor Geoff Harvey. This would mean the Trust would need to pay £11000 from reserves. However further contact from Solar Together and Greenscape Energy was still awaited.

Concerns about the longevity of the roof were expressed but the roofer who had replace 'slates' blown off by the wind had given reassurance on this.

#### **8. Items for Village Voice**

It was agreed that another item encouraging more use of the hall should be included. In discussing the usage of the hall the question of first aid courses was raised but it was noted that another Parish Council (Balsham?) was organising one and inviting others to join. However, it was felt there was a need to publicise the availability of the hall more widely and it was noted that leafletting through Linton library or the mobile library was another possible avenue.

#### **9. Any Other Business**

- It was noted that a number of recent casual bookings had been made
- Both Alex and Caroline had had recent safeguarding training, which would be necessary for any young people's activities such as a youth club if the demand was there

#### **10. Future Meetings**

The following dates had been agreed

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