

**Minutes of Meeting
Held on
Monday 20 March 2017**

Present:

Committee: Karl Jenkins (Chair) (KJ) Linda Easton (LE)
Carolyn Frostwick (Treasurer/Acting Secretary) (CF) Rebekah Budenburg (RB)
Bill Barrie (BB)

In attendance Alex Doe (AD) Hall Manager

Members of the Public – none present

1 Apologies for Absence

Amy Hayward-Paine. Sue Hunt, Tom Price, Linda Hanraads, David Tuffs

2 Minutes of Previous Meeting

The Minutes of the Meeting held on Monday 16th January had been circulated. It was agreed that the Minutes were a true and correct record of the Meeting. Proposed CF Seconded LE All Agreed

3 Matters Arising (not covered on the Agenda)

KJ has now replaced the kettle.

KJ had met with AD and clarified the role of Village Hall manager. AD has taken on the responsibility of checking the defibrillator – see item 6 below.

3 Treasurer's Report

CF Presented the Treasurer's report.

CF distributed copies of the accounts and RB spotted an anomaly. Having checked the accounts CF found a formula error and has now amended them. CF apologises for the error and the corrected accounts are attached to these Minutes.

We are almost at the year end and the corrected accounts the accounts show a deficit of £727.95. At their meeting on 6th March, the Parish Council finally agreed to pay the £500 collected from the precept for the year ended 31 March 2016 . The 2017 payment is also now due. A cheque has not yet been received.

Action

However, the Parish Clerk maintains that this is a grant paid at the discretion of the Parish Councillors. CF submitted a grant claim form for the funds to protect the interests of the Village Hall Trust but does not believe that this is the correct treatment.

There is specific legislation in the Local Government Act 1972 (Section 133) that confers the power for the Parish Council to fund the Village Hall and as such the money collected via the Parish precept should not be treated as a discretionary grant. As Trustees of the Village Hall Trust, our duty is to protect the Trust fund and we should therefore not accept that this payment has become discretionary. The ongoing sustainability of the Hall is a key condition required by the Heritage Lottery Fund when considering grant applications.

CF is considering raising the matter with the external auditors of the Parish Council but this is a serious step to take and it would be better to resolve the issue between the PC and the Village Hall. There is an alternative approach which is to ask the legal officer at HDC for guidance and CF will write to them first.

4 Restoration Appeal

The Appeal was launched in early January and response has been good with donations received totalling £3,295 so far which will be boosted by £505 when the Gift Aid claim is made.

RB & CF are now working on the full application for first round funding – which is a major exercise. HLF meets once a quarter and the aim is to submit the application for the last quarter of the year (October to December). If everything is ready before then obviously, we will submit in an earlier quarter. The next stage involves preparing a detailed tender document and inviting contractors to submit quotations. We will need to walk round the building and list absolutely everything that requires attention, then prepare a tender document that can be sent to three contractors.

KJ asked what level of planning permissions should be sought prior to the application being submitted. CF & RB will check with the grants officer. KJ has met with Sheelagh Sian-Carter to develop the concept and several options are being considered. KJ is also speaking with Tom Price as representative of the Medbourne Old School Trust.

CF/RB

Success at the first round stage will enable us to employ a full time, professional, project manager who will then review the quotes we have obtained, prepare a detailed report and negotiate with HLF on our behalf to secure the rest of the funding and implement the project. The whole process could take two or three years.

In addition, RB & CF are looking to apply for smaller grants to support the matched funding monies. Even though the amounts may be smaller they will help us partly to boost the funds, but also as an indication of local support and our own efforts to help ourselves.

CF reminded the Committee to continue to record their time spent on the project – the public meeting on 25th February should have been recorded by the whole Committee.

Public Meeting 25th February 2017

The comments from the members of the public were transcribed and circulated. The response overall was very positive. Concern was expressed over the size of the extension – but as was explained the drawings were for explanatory purposes only to demonstrate the maximum potential of the site. There were a number of ideas for fund raising events and thoughts on the uses a new and improved hall could have.

Fundraising

Mrs Wheeler-Bennet has kindly offered to open her gardens to raise money for the Village Hall. RB & CF thought that combining this with an afternoon cream tea in the Village Hall would help raise funds. RB suggested asking Paul and Penny Polito if they would open their garden for the event and Pat Nelson had offered to organise a flower festival in the Church. This would make a good afternoon event with four locations in the centre of the Village.

LE will approach the Politos, CF will speak to Mrs W-B and RB will talk to Pat Nelson to move things forward. The suggested date subject to everyone being available is Sunday 25 June It is hoped an advert can be submitted to the Parish Magazine for inclusion in both the May and June publications.

RB advised that Linda Hanraads has made some progress with a 100 club for the Village Hall but was unable to take it further. A volunteer is needed to continue setting up the Club.

Other Events

The Model Railway Event is planned for 24th June.

DT is also organising a series of computer Mondays likely to start in May.

Meet the Neighbours is planned for September/October with an update on the project.

A Christmas event will be held in early December.

5 Maintenance and Repairs

Christmas Tree. The tree is to be replaced with a smaller one which will hopefully have a better chance of survival.

Fence Removal A date has still to be set for the removal of the fence at the front of the Hall before the area can be levelled and turfed.

Key to Store VH Cupboard. New keys have been cut and distributed as necessary.

Chairs. It was agreed to look into the acquisition of new chairs. It was thought that around 90 were required. RB recommended looking at previously used options to avoid incurring too much cost.

Unauthorised Access. It has been reported that the Hall lights have been seen being turned on and off at unusual times of day and night. An intruder who apparently has keyed access has also been seen. It was agreed that the lock to the rear door should be changed and 15 new keys

provided. We will need to contact all user groups to ensure they maintain the access they require.

Hall décor. It was agreed that a short term patch was required to keep the Hall in use pending its renovation. KJ will talk to DF concerning a fix for the suspended ceiling, boarding over the damp in the smaller hall and patching up the paintwork in the main hall. It was agreed that this should be done as cost effectively as possible without depleting our cash reserves.

6 Defibrillator

AD is now checking the Defibrillator regularly and signing to evidence the checks. CF has prepared a draft policy as requested by the trustees of the Old School Charity and passed it to AD to review. AD is to confirm that the dates for replacement batteries etc are properly included.

7 Doctor's Surgery

KJ is still trying to make contact with the Practice Manager to agree a new rate.

8 New Bench

Once the fence is removed and the new garden turfed there will be space for a bench. KJ will cost out one to fit the space. It is hoped that specific donations may be raised to cover the cost.

9 Any Other Business

CF had received information from HDC concerning an alcohol license for the Hall. In planning future events it would be helpful if we could charge properly for drinks. BB offered to review it and recommend a course of action. CF will forward the details.

Tom Price had made an enquiry as to whether the Committee had a key to the main lock on the side door adjoining the house next door and if we knew where the keeper was. It is assumed that the keeper was removed to enable the door to work without using the main lock but none of the Committee could recall it being done or why. The Committee does not have a key to the lock.

10 Public Question Time

11 Date of Next Meeting

The meeting will be held on 24th April. The AGM will be held on the same date at times to be confirmed.

There being no further business the Meeting closed at 9:05pm