



# MEDBOURNE

V I L L A G E H A L L

## Minutes of Meeting held on Monday 18<sup>th</sup> June, 2018

Present:

Committee:

Karl Jenkins, Chair (KJ)  
 Carolyn Frostwick, Treasurer (CF)  
 Bill Barrie, Bookings Clerk (BB)  
 Lyn Easton, Parish Council Rep (LE)  
 Amy Hayward-Paine, Secretary (AHP)  
 Brian Godfrey (Caretaker)

Members of the public:

Meriel Godfrey  
 Rebekah Budenberg

1.	<b>Apologies for Absence</b> Stacey Brindley David Tuffs	Action
2.	<b>Minutes of Previous Meeting</b> The Minutes of the Meeting held in May were agreed as a full and accurate record of the meeting.  Proposed by LE; seconded by BB.	
3.	<b>Matters arising from previous meeting</b> <u>Monday Teas</u> £150 has been raised to date; this figure will be updated each month. The previous Minutes reflected monies raised in the Financial Year to Date.  <u>Mowing</u> AHP pointed out that Mark Paine had asked the Village Hall committee for a contribution to the mower repair bill, not the entire bill. Also, no members of the public or children were present when he was mowing the lawn at the Village Hall as incorrectly thought.  <u>Christmas Tree</u> KJ to check if the lights are on; ropes can be removed if it's secure.  <u>Admin</u> RB to be added to the VH distribution list.	KJ

#### 4. **Treasurers Report**

The accounts currently show a small deficit of £325.42, although the Preschool will shortly be paying for the Spring and Summer term. A cheque from the Doctor's seems to have been lost in the post so a further £300 is due.

CF advised that a review of the hire rates is overdue as they were last reviewed in 2013. Since then the income has stayed fairly static but expenses have escalated and are now more than double the 2013 level. The increase in expenditure is as a result of the continual repairs needed to the building and the necessity to pay more for cleaning and caretaking. Utility bills have also increased substantially over the years.

After much discussion it was agreed that as from 1st September the general hiring rate would be increased from £25 to £30 for locals and from £30 to £35 for others. WB is to retain discretion over one off charges for weddings etc as the exact usage of the Hall varies between each event.

The charge for Tiddlywinks will rise from £18 to £20 and Preschool will increase from £20 to £25 per session. The Scouts and Doctors have agreed rates that were reviewed fairly recently so it is not proposed to change these at the current time.

#### Restoration Fund Appeal

RB & CF attended a meeting with the HLF on Friday and have received some encouraging advice to continue with the application.

Briefly, the points made were:

The case for the restoration of the existing building has been well made. However, HLF will definitely not fund the extension.

We need to work on an activities plan - and we now have a better idea of exactly what is required and can accept that our first attempt was lacking in this regard.

We should apply for a Resilient Heritage grant of £10,000 to commission an "options survey". This is an assessment of the project designed to highlight the areas of priority and an "order of works". This will support our next application and HLF like to see that a professional survey has been done.

The way the grants system works is being radically changed and the last opportunity to apply under the old system is August – which is not achievable. A new system has single grants of up to £250k with the two-tier system being anything over that. Our best chance with HLF is to bring the project in at around £350,00 as they would be more comfortable with this level of funding. CF proposes to go through the QS spreadsheet and analyse all the figures, so we know what is existing and what is new build. The steering group should then meet and put together a suggested plan to go forward to be brought before the whole Committee.

It was also recommended that when the new application is ready we employ a specialist in HLF grant claims to review it. The charge about £350 per day but apparently would be well worth the investment. HLF can recommend someone.

Realistically the next available submission date would be March 2019 under the new rules which would lead to a start date of late 2020 or 2021.

<p><b>5.</b></p>	<p><b>Maintenance and Repairs</b>  Upon review there seems to be a number of duplications or some activity not taking place at all.  It was also highlighted that there is a level of cleaning required on a daily level, on top of concerns by Meriel that ICP is not doing a thorough clean. CF to address this and check when cleaning has been taking place and to what level.  Meriel will create a job spec for the cleaner to enable better ongoing monitoring; this will be discussed with the cleaning team during a face to face meeting.</p> <p>There needs to be a plan around repairs and maintenance. Brian will replace Gully and address window that needs to be repaired. He will also obtain a quote to clean out the gutters.</p> <p>Meriel to talk to Scouts about the amount of space being taken up by the group.</p> <p>BG has requested that slabs need to be laid by the bin area as currently the area is hazardous.</p> <p>Hedges need to be trimmed, to include taking rubbish away. BG to obtain a quote for this work.</p> <p>There is a water-logged area by the flag pole. MG to investigate</p> <p>The bin rota needs to be reinstated as the green bin was not emptied; the new rota is as follows:  RB to the 19<sup>th</sup> July  KJ to manage August 19<sup>th</sup>-19<sup>th</sup>  BB to do 26<sup>th</sup> August  Godfreys in September</p>	<p>CF</p> <p>MG</p> <p>BG</p> <p>MG</p> <p>BG</p> <p>MG</p> <p>All</p>
<p><b>7.</b></p>	<p><b>Defibrillator</b>  RB has handed the responsibility for managing this to MG.  Batteries have been checked and replaced if necessary. £90 is required to replace the Pads; two sets required. This will be taken out of the Defibrillator Fund.  We need to offer training for the Defibrillator and this could include Basic First Aid Training around September.</p>	
<p><b>8.</b></p>	<p><b>Events</b>  <u>Meet the Neighbours</u>  Next event planned for September. Possibility of a Fish and Chip supper also.</p> <p><u>Plant Sale</u>  £750 made for the Village Hall from plant sales. The Village Hall thanked Bringhurst Committee for the kind donation.</p> <p><u>Votes for Women Beacon</u>  If there is a Beacon lit (November?) could we provide refreshments and a small exhibition run by Keith Sanders?</p>	<p>All</p> <p>LE</p>

