

Minutes of the meeting of Sampford Courtenay Village Hall Management Committee held on Wednesday 18th May 2022

Present: Roger Thompson, Nicky Courage, Mel Thompson, Rory Robinson, Lynn Robinson, Bob Tucker, Joy Tucker, Andrew Townsend Green, Sandra Harper, Anthony Morris.

Apologies: Mike Carpenter.

Minutes of the meeting Wednesday 6th April 2022: NC proposed and MT seconded.

Actions from the previous meeting:

- Contact with computer charity.
- Validation of Trustees for the bank and solicitor is now complete.

MC

Matters arising:

- None.

Records and Administration:

- **Maintenance schedule:** Nothing to be done. A new clock has been put on the wall in the small hall.
- **Review Accident Book:** No entries.

Project Management:

- **Roof:** Nothing new was reported and the outcome of the Lottery bid is being awaited.
- It was discussed that original emails from the Lottery body should be seen by the Trustees and that more time was needed to answer important questions. RT will liaise with MW.
- **Toilet Refurbishment:** AM apologised that only 1 quote had been achieved and this needed to be required due to the increase in the cost of building materials. The Council grant is still available. RR offered to let anyone in to look at the toilets to arrange quotes. AM will aim to have quotes by the next meeting.

RT

AM

Officers reports:

- **Finance:** ATG explained the registration of the deeds is underway.
- The correct address is now registered for the Nat West account.
- Accounts have been reconciled so that the Roofus money is in the correct

account.

- Predictions for the year are still accurate.
- RT can now access the account online for Nat West.

Treasurer's Report: Wednesday 18th May

Covering April 2022

- General: solicitors now dealing directly with the National Lottery team and the Land Registry and have prepared, compiled and despatched the documents requested by the lottery's solicitor.

Roof-Us

- Nat West shown balance: **£27,796** (29/4/22).
- Plant sales income (Village Green & Easter): £280
- Bat survey cost: £396
- Year to date income: **£6,002**; YTD costs: **£1,099**

General

- Lloyd's balance: **£8,511.41** (20/4/22)
- Double-counting and errors allocating Roof-Us money now mostly resolved and correctly credited. Four further errors in allocation between accounts located and being resolved (moving net £349 from general account to Roof-Us).
- Bulb electricity prices increased by 32% on April 1st. We used £164 of electricity in April (less £55 retrieved from coin meters). We paid £100 in April, but raised our monthly payment to £125 from May. Our current 'debt' will be £247.99 in debt after May payment. Historic usage was: £126 (March) less £52 meter receipts, £163 (February) less £86 meter receipts and £114 (January). ***Should we make a one-off payment of £250 to eliminate the debt before the next rise in October?***
- Flower Club: £21
- Ramblers: £15
- Yoga classes up to 14/4: £14
- Skittles: £75
- Table Tennis (to 6/4): £70
- Flute Day: £168
- Advanced payments for ball tickets: £225
- Exbourne & SC Women's Institute: £28 (to be reduced to £16 via crediting against next payment)
- Electricity Meter: £55

- £229 to Rory to re-imburse for bench and other office equipment
- £158 to WJ Morris for electrical work
- Year to date income: **£6,509**; YTD costs: **£4,624**
- No change in predicted FY income (exc. Roof-Us): £9,600; predicted full year costs: £5,750 (£5,100 in 2019/20)

Other

- After advising me to close the current 'classic' account and to re-open a (free) business account to enable on-line viewing and transactions, Lloyds have now said they will not open new (free) business accounts for charities. **Should the Treasurer look into activating one of the two inactive Nat West business accounts we have? Or stay in a position where we can only ever transact using cheques and cash?**

• Bookings:

An evening booking is in place for 27th August. The hire fee was discussed and a rate of £75 decided on with use of the kitchen and parking.

Events:

- **Come and Chat plant sale 21st May:** all in progress. SH and JT will help with refreshments.
- **Jubilee event 5th June:** a meeting will be held next week to finalise timings etc. SH explained Culverhayes had some hobby horses which could be borrowed for races. LR will contact Marion Pratt about this. LR
- **Summer Ball:** AM explained there are 18 -20 firm bookings so far. 60 are needed. It was felt people are finding the ticket cost inhibitive. Final numbers will be looked at on the 1st June and a decision made- 55+ bookings needed. NC will do a final push on advertising.
- **Come and Chat 16th July:** a 1 hour walk will be held alongside this, with refreshments after. Dogs welcome.
- **BBQ 30th July 12 -2pm:** Tickets will be pre booked. Burgers/ sausages with salad and a pudding- £10. Bar with a license.
- **Summer Cream tea 14th August 3-5pm:** Tickets will be pre booked. Cream tea and cake.
- **Quiz and puddings 11th November:** JT had received a request that this be restarted. ATG offered to be quiz master.

Feedback on events:

- **Easter Sundaes:** £200 was raised from plant sales and £120 from refreshments. There are some costs to come off this. It was suggested this event is put on hold for a year as interest, especially from families seems to have waned. NC will talk to the Children's champion about this and other events for children.
- **Beetle Drive:** it wasn't well attended but was great fun. 3 people from out of the area attended. £60 was raised which is a good amount considering the numbers- 11. It was agreed to try again in the Autumn, advertising in more detail what it involves.

NC

Hall Security: it was discussed that a lot of people know the key code or have a door key. This could be problematic with insurance. It was decided to change the lock- AM and BT will carry this out. The code for the key box will be changed on a monthly basis by JT.

AM/BT

Broadband: It was discussed as to whether the Hall should stay with Airband or look at signing up for super fast broadband. Airband is free at present but not always reliable. LR suggested that super fast broadband would help as the hall is an emergency hub and could be used for NHS appointments by parishioners. Also if it is available it would be sensible to update the halls connections for the future. RR suggested that grants may be available for the connection because the hall is an emergency hub. BT will look into this.

BT

Any Other Business:

- **SH:** Asked for help with refreshments for the 3rd July Open Gardens event. 11- 5pm.
- **NC:** Diving for Pearls will do a gig- this was arranged for 19th November.
- **MV** is keen to do another curry night- this was arranged for 15th October.
- A Burns Night would be a great event. This was agreed Wednesday 25th January 2023.
- **JT:** Pumpkin Trail date should be booked- 29th October.
- **LR:** £197 has been received from Les Beers funeral. It was agreed after discussion to use it to buy a new notice board for the hall and install a memorial plaque on the frame. RT agreed to look into this.
- The road through the Village will be closed for 7 days from 30th August by the Water Board. JT will make sure anyone hiring the hall during this time is aware of effects on access.

RT

JT

Date of Next Meeting- Wednesday 15th June 2022

