

Minutes of the meeting of Sampford Courtenay Village Hall Management Committee held on Wednesday 10th August 2022

Present: Roger Thompson, Mel Thompson, Nicky Courage, Rory Robinson, Lynn Robinson, Sandra Harper, Anthony Morris, Mike Carpenter, Andrew Townsend Green.

Apologies: Bob Tucker, Joy Tucker, Phil Collins.

Minutes of the meeting Wednesday 13th July 2022: SH proposed and RR seconded.

Matters arising:

- **Notice Board:** RT has discussed with Dave Viggars and pre-made notice boards would be much cheaper. It was agreed that this would be a good idea. AM suggested that a better memorial plaque could then be purchased.
- **Roundabout Advert:** This has been amended.
- **Broadband:** RR suggested contacting BT to check the availability of connection. If not he will contact other companies. This was agreed.
- Council meetings will move to Wednesdays after September so that there is no clash with Yoga classes.

RR

Records and Administration:

- **Maintenance schedule:** Nothing to be done.
- **Review Accident Book:** No entries.

Project Management:

- **Roof:** On Monday MC and AM met with the lottery. Went through the procedure for payment - ATG is comfortable with this. Need to publicise lottery involvement. DBP will organise publicity events and banners to go on the scaffolding. It would be good to capture the work in progress on video. MC has cuttings from papers and DBP will keep any new ones. It is important to demonstrate what a difference the roof will make. MT suggested the press could be invited when work starts. Also a grand re-opening could be held. Work is scheduled to finish in November. An event could be organised in the new year.

A meeting was held with the new contractor and the contract administrator. Work will start on 1st September 2022, with scaffolding going up the week before this. A new insulation method is being looked at.

RT pointed out that builders will not have access to the Hall during the work. A 2m Harris fence will be in place around the building with access points to keep

people away from the scaffolding. There will be fortnightly site meetings initially, which may be less frequent as work progresses.

- **Toilet refurbishments:** 3 quotes have been obtained. The formal hiring of a contractor will follow and should be done before December. Existing partitions will be removed; the ceiling skimmed; toilets partitioned; new toilets and cisterns; floors replaced with a raised skirting; cladding on the walls and 2 new windows. Costs should be £8250 + VAT. £3000 comes from The Princes Trust, £1000 from The Arnold Community Trust and a grant of £1900 from the Parish Council. Trustees will need to find about £3000, but all agreed this would be an important project to get done.

Officers reports:

- **Finance:** Not much to report since the last meeting. There will be a 108% rise on the electric from Bulb from 9th September. £150 is now going out a month for the electric bill.

Treasurer's Report: Wednesday 10th August

Covering 15th June – 7th July 2022

Roof-U's

- Nat West shown balance: **£30,615*** (9/8/22).
- Repayment of Zettle payments for Plant Sale from Lloyds a/c: £72.37
- Year to date income: **£6,891**; YTD costs: **£2,572**

General

- Lloyd's balance: **£11,296** (estimated: 09/08/22)

REVENUES

- *Prince's Community Trust: £3,000 (earmarked for toilet refurbishment in Nat West a/c 2)
- Electricity Meters: £0

COSTS

- Repaid Rory and Lynn for Film Night costs: £41.84
- We used £42 of electricity in June (nothing in the meters). We continue to pay £125 a month and our 'debt' stands at £175.74. Historic usage was: £96 (June); £82 (May) less £24 in meter receipts, £165 (April) less £55 in meter receipts; £126 (March) less £52 meter receipts, £163 (February) less £86 meter receipts and £114 (January).

- New prices issued by Bulb from 9th September, up by 108%:

Electricity day unit rate. (per kWh)	37.450p	78.233p
Electricity night unit rate. per kWh)	19.482p	40.620p

- Monthly payment increased from £125 to £150
- Year to date (July 7th) income: **£13,303**; YTD costs: **£6,272**

Bookings:

- Tai Chi will re-start on 5th September.
- Pilates is starting on Mondays from 12th September.

Electricity supply to Public Toilets.

The outstanding issue is still the insurance cover. All agreed with the proposal in principle. However, the key principle is that the Hall should not be out of pocket. It is also important to clear this arrangement with the insurers. It was agreed that Trustees are still not at point to agree this and it needs to be presented again next month.

Rental charges for the Hall:

At present it is £8 an hour for the whole Hall and kitchen. It was suggested by RR that from 1st January 2023 this should rise to £9. ATG pointed out that this is a 12% increase. This was agreed by all. RR explained that lots of local Halls charge extra for using the cooker. It was agreed that a flat rate of £15 extra per day be charged to use the cooker.

Events:

- **Cream Tea**- 35 have booked so far and 16 are needed to break even. Cream has been donated by Underdown Dairy. Help to set up from 1.30pm.
- **Barn dance 3rd September**- 13 booked so far. It was agreed to ask JT to email volunteers to encourage ticket sales.
- **Come and Chat/ Volunteers event 17th September**- It was agreed to ask JT to take this on with SH.
- **Curry night 15th October**- MV has made some curries already.
- **Pensioners Lunch** - a date was set for Wednesday 11th January at 12 noon.

Feedback on events:

- **Come and Chat with walk**: 4 volunteers. No attendees. LR suggested an article

in the Roundabout to encourage use of the Hall. ATG suggested we've saved it, now use it. July and August aren't good months and cost maybe an issue at present.

- **Barbecue cancellation:** RR suggested Trustees are the Halls best advert and need to encourage more people to attend events.

Any Other Business:

- SH- Fete at Culverhayes in June 2023- awaiting a date.
- MC- maybe entering a prior of severe austerity. It has been suggested at the PC meetings that the Hall could be opened for internet use- an internet cafe type event. MT suggested this could tie in with Come and Chat events.
- ATG- Asked about applying to the Platinum Jubilee fund. This was felt to be a good idea. Also suggested a garden clearance event in October.
- RR explained he was going to make a sign for the outside door for when Yoga is happening so that the class isn't interrupted. This has happened on 2 occasions so far.
- MT- appealed for Tombola prizes.

Date of next meeting: Wednesday 21st September 2022

