

## **Buckland Newton Village Hall**

### Minutes of the committee meeting held on Friday 26<sup>th</sup> September 2025

Attendance – Kate Parish (KP), Sandi Stout (SS), Jenny Ferreira(JF), Lyn Cox(LC), Ian Scott(IS), Katharine Hayens(KH), Michelle Crozier-Jobber and Caron White

1. Apologies Georgie Burnett (GB)

2. Declarations of interest None

3. Approval of minutes for the meeting on Saturday 7<sup>th</sup> July 2025

Minutes had been circulated before the meeting and were unanimously approved.

4. Matters arising

a. The veranda repairs are underway.

b. No quote has been received for refurbishing the patio.

c. The grit bin is repairable –Mick Ames (MA) to action.

d. The new shed is in place and being used.

e. The Community Cooking kits have arrived and are in the cupboards in the community room.

f. IS to meet with Nicki Barker on Monday regarding organisation and storage of the hall document archive. IS will report back regarding the size of filing cabinet needed.

g. The village school's wrap around care arrangements are still to be confirmed.

h. New fencing has been installed in front of the hall to replace the section damaged by a motorist.

i. The TV has arrived and is stored in the back room.

KP suggested that the hall now has a good set of resources which can be advertised to attract hirers.

5. Financial report (MC-J)

Bank Account Balances – 23/9/25

**CAF/Shawbrook Bank** - this account matured on 11/7/25 with £20,852.24 (deposit+interest) – we invested £1000 in a new fixed term deposit account at 4.3% until 11 July 2026 and transferred back £7500 into this account on the 10/9/25 giving a total on deposit until next July of £8500

#### HSBC

£15,760.36 in instant access deposit account – current interest rate 1.45%

£913.30 in current account

### Major Expenses over the last Quarter

Boiler Replacement - £5310.04

New Heating control system - £372.87

Balance of payment for new shed - £1350

Ground works and shed base - £972

Electric DD - £215.43

Oil tank top-up - £470

PAT Test- £211.20

### Outstanding Income Receipts

Outstanding receipts from Fleur Parker – NHS trust meetings in Committee Room £30 – March and £120 for May- Nov bookings and Karl Viega Invoice 573 - £70- hall hire 3/8/25 – both chased 23/9/25

### **Other Points**

- Vale Fire and Safety inspection completed – all O.K. – next year some of the extinguishers will need replacing.
- The hall now has a T.V. Licence
- Charity Commission Annual Return 2025 – due to the fact that our gross income exceeded £25k for the year we are required to have an Independent Examination of our Accounts and Annual Report. This work will be done by Jackie Gilmour (Company- Keeping Tabs) whose practice licence is with the ICB



- and will cost £150.
- PVP booked in for this year £1200 for whole booking £350 in January
- Verandah Roof beams work still to be carried out £1750
- Other work still to be considered – Electrical work on new cable to kitchen £2174.28 and lift and relay of slabs outside hall – guestimate £2500

The new heating system and Hive is working well. MC-J and Stephen White have access to the system.

MC-J and KP met over the summer to discuss the long term finances of the hall. Regarding potential fete funding KP suggested that we ask for a monthly stipend for which we can budget. Future funding from the family hub is uncertain. No new money has yet been allocated for existing Hubs. The financial future is not promising. We could get to the stage where income does not cover our costs and need to look at promoting the hall to attract more hirings.

IS reported there are two Artsreach shows booked before Christmas. A new Yoga group is due to start for one evening per week.

KP is going to re-vamp our promotional leaflet to reflect what we can offer. There was discussion regarding putting a WIFI extender in the committee room to extend connectivity and encourage bookings. MC-J will look at the cost of an extender. KP has enquired regarding the PO – the PC is not able to increase the funding for this service.

#### 6. Email from Debbie G

Debbie has emailed SS regarding the hot water dispenser that was not working. This has now been resolved. Debbie will be away for 13<sup>th</sup> - 17<sup>th</sup> October.

#### 7. Trees in hall grounds

The Cherry tree at the front of the hall appears to have died and other trees at the back have blown over. After discussion it was decided that KP would contact a local tree surgeon to advise and carry out necessary work. We could plant another tree for which grants may be available.

#### 8. A.O.B.

- a. JF reported that the Fish and Chip Van will be coming to the hall to provide lunch for the Lunch Club on Friday 10<sup>th</sup> October. Between 1 and 2 o'clock they will remain to serve the general public.

- b. IS remarked that the hall was warm for the yoga sessions since the new boiler has been installed.
- c. LC asked about the codes for two more people to undertake a food hygiene certificate. KP to action.
- d. KP told us that for next March she is organising a children's literary festival in the village. A creative writing group will work with children on story writing. This will be followed by illustration, music and finally performances in the hall. The final performance will be on Thursday 26<sup>th</sup> March. Children's work will be displayed in the hall.

Date of next meeting - Monday January 19<sup>th</sup> at 9.30am