

Buckland Newton Village Hall

Minutes of the committee meeting held on Monday 17th April 2023

1. Attendance – Sandi Stout (SS), Jenny Ferreira (JF), Ian Scott (IS), Vinny McKenna (VK) and Caron White (CW)
2. Apologies – Nicki Barker (NB), Katharine Hayens (KH), Kate Parish (KP) and Emma Hamilton (EH)
3. Declarations of interest –None
4. Approval of minutes from meeting held on Monday 9th January 2023
– minutes were approved and signed by CW.
5. Matters arising
 - a. Bookings – IS reported that children’s parties are still being booked. Regarding training organisations, a farming support group has booked a session for next week and has re-booked for the winter. A family reconciliation charity has also booked. The diary is less busy though our costs are less in the summer. The Little Goslings has asked if, during the summer when they will be based at the pub, they could use the hall on Wednesday mornings if the weather is bad. We are happy to do this if no booking has been taken for a particular Wednesday morning. We need to review charges for bookings due to price rises. Some of the groups that are core bookings such as Village cafe, Lunch Club and Gardening Club are thriving which is encouraging.
 - b. Blinds servicing – this has been successfully done.
 - c. Oil tank – The tank is 20 years old and concern has been raised regarding its replacement. SS said that the tanker driver will check the condition of the tank and inform us if the tank needs replacing. It was agreed that a replacement tank needs to be budgeted for and costs such as this need to be considered when reviewing the hall hiring charges. The wooden gate in front of the oil tank had to be unlocked for the tanker driver before the last delivery – we need to review whether the gate should be locked in future.
 - d. Richard Hanratty has completed the list of jobs following the recent risk assessment and has sent VM an invoice.
6. Points raised by Debbie following a recent meeting with Sandie

The following points were discussed and decided upon:

- Water heater filter: this is being replaced. CW to order.
- Cold tap gents toilet: this will be added to our 'to do' list for the Working Party weekend in August.
- Urine pools in the urinal: this is a design issue which the committee is aware of. Ken, who runs the Post Office, will be asked to activate the flush lever when he arrives and to turn it off when he leaves. It could be that gents who come to use the Post Office may also pop into the toilet.
- Mould in disabled toilet: this will be added to the 'to do' list for the Working Party in August. It is likely to be connected to the nesting birds which the committee are aware of. Once the nesting season is over the straw will be cleared and the area blocked off, which hopefully will resolve the problem. The patches of mould will be attended to at that time.
- Pictures: Nicki will be asked to deal with this when she returns to the UK.
- Marks on back wall by hatch and wall by the door leading to area where chairs are stored. This will be added to the 'to do' list for the Working Party in August when these areas will be re-painted.
- Paint on bottom of stage curtains: this again will be looked at and, if possible, cleaned off during the Working Party weekend in August.
- Protruding nails on plinth leading to outside: this has been actioned.
- Black marks on floor: the only suggestion, apart from what Debbie is already doing, is to try using a rubber on the marks to see if this will erase them. CW to email Little Goslings.
- Polka Dot tin: IS has a contact number for the Piddle Valley Players and will phone to ask if it belongs to them. CW asked IS to, please, also ask the PVPs if the bamboo screen belongs

to them and the three keyboards currently stored under the stage.

- Ants on kitchen window sill: Debbie to please observe and if the situation gets worse to please let Sandie know.
- Payment by BACS instead of cheque: unfortunately the Treasurer, VM, is unable to change things at present so cheques will continue as the method of payment.

7. Ladders CW reported that if we agree then Stephen White can collect the broken three part ladders and take them for recycling. This was agreed. IS said that hirers are advised not to use the remaining three part ladder without prior agreement.

8. Ceiling We need advice regarding how much it will cost to replace the ceiling or how much of it requires replacing. We should consider asking for a contribution from the fete towards the cost of replacing. CW to contact KP who had offered to contact Paul Gale for advice.

9. Financial report VM reported that there is £6333.59 in the current account and £23,200 in the deposit account. The contribution for the Post Office has been received. With rising costs more bookings would be useful. It was agreed that in the autumn we would advertise to promote the hall and achieve more bookings.

10. AOB

- CW reported that the PAT testing had been completed but stickers had not been put on any of the items tested. CW had emailed P.N.Gray and had been told that we would receive a list of the items that showed they had been tested. We agreed to take off the stickers still on appliances from the last PAT testing as they do not give up to date information.
- CW – The outside emergency light that P and R Hurt fitted works as an emergency light but not as an outside light and needs replacing. CW has been in contact with P and R Hurt – they will replace the light which is still under warranty.
- IS raised the issue of the pipes in the kitchen that froze last winter. More investigation needs to be done regarding where the pipes run and where to lag them to prevent a recurrence. VM to check our insurance to see if there is a specified temperature mentioned on the policy. A plan of the pipe work is needed – we wondered if these exist.
- VM pointed out that new committee member JF is not yet a trustee. IS is to contact JF and meet regarding being a trustee.

11. Date of next meeting

The next meeting will be the AGM –Monday 26th June suggested though we wondered if the meeting was at 6pm this may make it easier for more committee members to attend. To be confirmed.
Date of summer clean up – August 12/13th.