

## Buckland Newton Village Hall

### Minutes of the committee meeting held on Monday 23<sup>rd</sup> October 2023 at 9.00am

1. Attendance Kate Parish (KP), Vinny McKenna (VM), Katharine Hayens (KH), Ian Scott (IS), Jenny Ferreira (JF), Sandi Stout (SS) and Caron White (CW)
2. Apologies Nicki Barker
3. Minutes of the Meeting held on Monday 17<sup>th</sup> July 2023 Minutes were approved and signed by KP.
4. Matters arising
  - a. Regarding income point 7. of the Treasurers report, IS reported that the hall charge for children's parties has risen by more than 10%. The website and notice in the hall will show the new charge of £25. Good feedback has been received from a parent who recently held a children's party. IS has had helpful discussions regarding the hire charge with the Little Goslings representative. Little Goslings will be using the hall until Easter. The Monday Pilates group has moved to Piddletrenthide hall. Piddle Valley Players (PVP) has agreed to pay £1100 for their use of the hall. KP -The Youth Club will be hiring the hall to make a village museum over the weekend 20/21<sup>st</sup> of July. KP is applying for grants to pay for hiring costs. The Youth Club will be also use the hall for their Panto in a day event on Tuesday 23<sup>rd</sup> January. IS – A recent Artsreach event generated income of £285 from a share of the box office and takings from the bar and cafe. There has been a few one off bookings for example Wessex Internet who have suggested that they could do a special deal for the hall. We currently pay £37.74 per month to BT for internet access. Wessex Internet could provide access for £1.20 per month. VM has also been offered a special deal regarding the connection on which we would have to pay VAT although there is a grant available. The VAT charge may be £700 although this may be greatly reduced if the connection is straightforward. An advantage with Wessex Internet is that the broadband speed will be increased. The company seem willing to support the hall and Parish Room. The committee agreed that this is further investigated. IS will contact Wessex Internet to discuss. KP suggested that we review hiring charges in September and January or February when we can look back over the financial year and consider income and outgoings.

5. a. Finance report – VM

Deposit acc. - £22,398.21

Current acc. - £3,659.61

Interest is added monthly to the deposit account. In the six months since April £184.28 has accrued.

New monthly costs - £10 per fortnight for rubbish collection, £37.24 to BT for internet usage, bank charges are £6-£7 per month.

SS raised the rubbish collection and after discussion it was decided to keep arrangements as they are.

Regarding income – Approximately £4682 was received from hall hirers in the financial year ending March 2023. £2700 income was received from hirers between April 2023 and September 2023 in the financial year ending March 2024. We received £450 from the village fete committee in October 2023.

KP asked if the hall is able to cover costs. VM – Electricity costs have gone up from £128 to £175. Oil has cost £800. We could do with more income to cover costs through new initiatives, grants and advertising for new business. VM to calculate the hall running costs and regular payments. KP stated that if hiring prices are to remain the same then we need to increase the use of the hall. IS suggested more seminars, local authority use and adults parties would be beneficial. There are slots among the regular users that could be filled by commercial bookings. IS will send KP a list of the available hiring slots. KP raised that we need to consider who to approach with advertising for hiring the hall and make an effort with this in the spring.

b. Investment funds

VM – The funds in the deposit account have not been touched since he has been treasurer, £20,000 could be transferred to an investment account. This would leave over £3000 in the deposit account. KP suggested 'phoning HSBC to ask about transferring money to a higher interest account. VM has applied for a card that will enable him to use the P.O. for paying money into the current account. IS raised using the P.O. or Charities bank. As there are no major expenses expected during the next year, it was agreed that £20,000 could be invested to provide more income.

6. Treasurer's position

KP – VM has wanted to step down from being treasurer for a while. A date for VM stepping down should be determined and meanwhile the committee

needs to advertise and recruit a treasurer from the community. VM said the position is easier now that VAT no longer has to be dealt with. The date decided upon is Friday 29<sup>th</sup> March 2024. KP raised that there is room on the committee for new members. We should try and attract new members running up to next year's AGM.

JF suggested that a village movie night would encourage locals to use the hall and bring in some income. IS raised the issue of licensing rules for public performances of films. IS to investigate.

#### 7. Schedule of maintenance

KP suggested that the hall employs a handyman to undertake the majority of the work that needs doing. IS raised the issue of the child proof locks on the cupboards in the cloakroom that make running a bar extremely difficult. In future we need to be clearer about the requirements for jobs. JF suggested that we make the door into the cloakroom into a 'stable' door to deny access to children. JF said it was disappointing not to see more people at the annual clear up. Different dates for this were discussed. The weekend of September 7/8 was agreed. Hopefully more people will attend with earlier and more eye-catching promotion. IS wondered if the village Environment Group would be interested in getting involved with the management of the area at the back of the hall. KP said that we could apply for a grant to clear the area.

#### 8. AOB

CW – Rubbish left from the ceiling refurbishment needs to be taken to the tip. KP will take some on Saturday 28<sup>th</sup> October.

SS said that the bag of salt underneath the de-fib looks horrible. It was decided to purchase a new grit bin- CW will investigate.

KH – the glasses in the cloakroom cupboards need sorting so the sets of wine glasses are the same size.

IS- will put spare ceiling tiles into the attic. IS also said that one of the stage lights requires a replacement halogen bulb.

JF – One of the kitchen cabinet doors needs attention as it does not shut properly. VM to take a look at the door.

IS asked JF about a potential problem with the water boiler not filling properly. JF said the water boiler is working fine.

VM suggested that it was time to apply for discretionary rate relief.

KP asked whether the hall was a member of DCA (Dorset Community Action) and ACRE (Action with Communities in Rural England). It was thought that DCA is an umbrella organisation and the Dorset Village Hall association is an offshoot. Currently, Jeremy Collins is the contact and forwards correspondence to NB and VM. KP will contact Jeremy. DAC costs £30 p.a. and has a fundraising page and document templates which should be useful. It was agreed that the hall will join for the year and assess how useful is membership.

KP raised the parking issues outside the school. After discussion it was decided that the hall car park should remain as a space for hirers and hall users to use. JF related the parking problems at Cranes Meadow. CW to look into signage.

9. Date of next meeting

Monday 22<sup>nd</sup> January 9.00am