

## MINUTES OF VILLAGE HALL MEETING - 3RD APRIL 2024

**APOLOGIES:** Helen Pearson, Chris Garrett

**PRESENT:** Ann Harding, Ron Badger, Paul Britton, Jenny Holland, Jan Stansfield, Ian Dolan, Karen Gunner, Paul Gunner, Gus Loveridge, Doris Clement, Sandra Millman, Georgie Gabb, Jayne Nicholas, Wilf Gribble, Malcolm Henty, Pat Trezise

### MATTERS ARISING FROM LAST MEETING

**Annabel** is cleaning the hall weekly.

**Recycling Bins** - Those hiring or using the hall to take rubbish home to dispose of or recycle.

**Jan** to include this in instructions to those wishing to hire the hall.

**Jenny** will send a WhatsApp to the Wednesday Coffee Morning volunteers.

**Doris** to make a notice to this effect which will be placed in the kitchen or other strategic places.

**The Gazebos are being collected Friday.** To be stored at the rear of the small hall until the dry end of the outdoor storage area has been cleared. *(After the meeting had closed, this was discussed with Gus and he will arrange the clearance and ask for volunteers to help.)*

**TREASURER'S REPORT** Ron gave report for year ending on 31<sup>st</sup> March 2024. Briefly:

At the end of **2022/23**, the bank balance was **£10,260.66**. At the end of **2023/24** this had dropped to **£10,061.32**. Electricity, Water & repair costs had all fallen. Cleaning, Maintenance & Insurance costs had all risen. Fund raising in 2022/2023 raised **£2190.63**. In 2023/2024 this fell by **£1326.94 to £863.69**

**Ron** produced a forecast for running costs of the village hall. Around £7,300 will be needed just to keep the building in its current condition, without any further maintenance or repairs. Electricity, Water and Insurance costs are all set to rise and cleaning now has to be factored in.

**Residents** who pay for parking permits had all responded quickly apart from one.

### CHAIRPERSON AND VICE CHAIRMAN'S REPORT

**Ann & Paul** gave an update on the maintenance, etc.

**Electricity**

**kitchen Roof**

**External drainage.** The damp in the kitchen can be alleviated by the installation of a French Drain (a perforated pipe laid in a gravel filled trench that will allow excess ground water to soak away from the base of the external wall of the kitchen).

**The Guttering** needed replacing. Gus said this could be done and that Paul has put in the costings.

**HALL BOOKING** Jan and Karen have spent a lot of time and effort in creating **two new spreadsheets** to partly replace the paper diary. These will enable everyone to see when the hall is being used.

**1. Regular Bookings** will be displayed as a chart in the hall foyer with perhaps a copy outside once the notice board is repaired and made waterproof.

**2. Individual One Off Bookings.** So far, there have been 26 of these.

**Jan** also provided a summary of bookings and the projected revenue from them Jan emphasized that this was only a forecast of what could potentially be raised based on the revenue taken in the three months that the new management has been running the Village Hall. It had nothing to do with the financial year. The summary was based solely on estimates and noted that income could fluctuate, as happens with the weekly Coffee Morning, or be fixed, such as £1700 from 93 Club (based on 50 participants). The hall could potentially raise around £7000 from bookings and just over £2000 from other revenue, such as fund raising

**Questions of Security** There is no one person responsible for locking the hall after bookings. The onus is on the Hirer to make sure that the hall is secure. The village benefitted from Graham and Eileen living in close proximity to the hall. To replace this service, it was suggested that residents should keep an eye out for anything obvious, e.g, doors or key box open, lights on, etc.

It would be useful to have printed Check Lists in the kitchen etc for Hirers and Users to consult.

## **MAINTENANCE**

**MONTHLY SAFETY CHECKS - No problems reported.**

**Ann thanked Julian Langworthy and George Dart for mending the pot hole in the car park.**

**Phil Blake**, a carpenter, is going to do some work in the kitchen. He is not charging for this.

**Jan and Karen** to ask if Annabel would take on extra cleaning work, such as sorting and cleaning cupboards, as and when necessary.

It was noted that the vacuum cleaner has lost a wheel. **This repair is in hand.**

**Gus** asked if invoices could be sent to the P C to claim back VAT. **The answer was NO.**

Gus asked who gave authority for getting the equipment, supplies etc for work. **It was agreed that Gus** could get materials etc through his account and thus get a discount. **Gus to contact Ron** and tell him when and what material is bought.

The **Conservation Officer** seems to have gone to ground and cannot be contacted.

## **FUND RAISING**

**David Squires** has said that his yard can now be used for overflow parking. He would still need prior notice. This applies both to village and outside hirers. A removable noticeboard to be made that can be displayed for the event.

**Doris thanked everyone that helped in any way with the Grizzly. Ann will attend a presentation on the 24<sup>th</sup> April.**

**Ann thanked the Wednesday Coffee Morning regulars for their contribution.**

**THE 93 CLUB Doris** is well within reach of getting the minimum of fifty subscribers to the Club. The Draw needs to be registered as a Small Lottery and **Ann** will apply for registration to begin on 1<sup>st</sup> July. This is at a cost of £40 for the first year and £20 for subsequent years. There will be a monthly prize of £50, being publicly drawn on the first Wednesday of the month at the Coffee morning, commencing on the 3<sup>rd</sup> July. This will be increased to £150 at both of the December and June Draws.

**VILLAGE BREAKFAST**      **Saturday 13<sup>th</sup> April 9 am - 12 noon**

**QUIZ NIGHT**                      **Saturday 27<sup>th</sup> April 7pm (Hall will be needed from 6pm)**  
**£8 per person to include Pie and Pasty supper. Teams of 6**

**CAR TREASURE HUNT**      **Sunday 9<sup>th</sup> June 2pm Details to be confirmed**

**MURDER MYSTERY**      **Malcom Henty & ACT 12<sup>th</sup> and 13<sup>th</sup> July Details to follow**

**MARKETING AND PUBLICITY** The onus of marketing and publicity seems to be falling on Jan and Karen. Whilst keen to help, this extra work is outside their remit as Booking Secretaries. It was discussed how to generate a better profile of the Village Hall that would lead to more bookings. An article for the Free Newspapers could be written and it was suggested that Penny Sweetland be asked if she could provide photographs should this be done.

**Jenny** would investigate the Village Halls in Devon website with a view to putting Axmouth on it.

**Chris Garrett** is now the Parish Council representative on the Committee and the Village Hall representative on the Parish Council. **Agreed**

**Andy Comerford**, the Clerk of the Parish Council has asked that he be sent the minutes of Committee meeting. **Agreed**

**AGM - THIS HAS BEEN SET FOR WEDNESDAY 1ST MAY AT 7 PM**

**Meeting closed at 8.30 pm**