

## **Minutes of a meeting of the Briantspuddle Village Hall Committee held on 7 October 2020 at**

**7.00 pm in Briantspuddle Village Hall.**

**Present:** Members of the Committee: Stuart Chorley (Chair), Allan Smith (Treasurer), Anne Colquhoun, Fiona Hogger, Cindy Read, Tamsyn Tankard-Evans and Angela Tozer. Also present Lesley Wilcox (Minutes Secretary).

Everyone confirmed that they were satisfied with the layout of the hall for the meeting.

**1. Apologies for absence** – Roger Smith.

**2. Notice of Conflicts of Interest** - none required.

**3. GDPR** – all members were happy for their names to be published on the Community website.

3.1 Stuart referred to Jenny Lightfoot's letter of 8 September 2020 notifying the Trustees of her resignation as a Trustee. He said that Jenny had performed a massive task on the Committee for several years and her efforts were to be applauded. The Trustees wished to record their appreciation and thanks for all her hard work.

3.2 As a consequence of Jenny Lightfoot's resignation a replacement cheque signatory was required. Allan Smith proposed that Stuart Chorley became a signatory, seconded by Anne Colquhoun, passed unanimously. Allan Smith will liaise with Barclays. He will also collect the hall keys from Jenny.

**4. Approval of the minutes of the meeting of 2 September 2020** - the minutes were approved and signed.

**5. Matters Arising (not otherwise on the agenda)**

5.1 There had been no further issue with the hall alarm. Stuart will show Angela how to switch it off if necessary.

5.2 Allan had withdrawn the S137 application for a contribution towards the running costs of the Village Hall during the Covid19 pandemic and had replaced it with an application for a grant to support the purchase of a replacement dishwasher. A decision is awaited.

**6. Treasurer's report.**

Allan had already circulated his end of September report. He had transferred £7,000 from the No 1 to the No 2 account.

### Income

The principle income had come from the VH café, the 100+ Club and donations.

### Expenses

- i. Electricity charges were now £80 pm;
- ii. The annual charge for water was higher than anticipated. There had been a leak from the supply which had been fixed but the supplier had incorrectly billed for the wasted water. This had taken some time to resolve;
- iii. Expenses for the 100+ Club for July, August and September had now caught up.

## **7. Update on Covid 19 Regulations**

Stuart advised that there had been no change in the Regulations or advice which affected the Hall. The stand for the hand sanitiser in the lobby had been donated by a resident. The Shop was meeting 50% of the cost of the bottles of sanitiser. Footprint markers had been laid at 2m intervals and had been paid for by the Shop. Most people going through the hall were wearing a face mask. Stuart will register the VH Café with Dorset Council and will process Food Hygiene Certificates. The Café is registered with the NHS 'Track and Trace' App.

## **8. Christmas**

8.1 Christmas Lights Competition. It was hoped to organise the usual competition although it would not be possible to hold an event in the hall after the judging.

8.2 Christmas Fair. After discussion it was agreed to pursue the possibility of holding the Fair but with the stalls outside in a marquee and partitioned from each other, a one-way system for customers and refreshments available in the hall. The first step was to see how many stall holders would be interested; if there were only a few the event would not be financially viable. Tentative date – 6 December.

8.3 Christmas Lunch. Stuart thought that, if the Café was not opened for a week, it would be possible to provide a lunch at 2 sittings for 24 (pre-booked). Allan stated that all the Regulations must be met and was particularly concerned about air flow through the hall without doors and windows being open. Stuart thought there might be other ways of meeting the requirements and will look into this. It was agreed to pursue this; tentative dates 10 and 15 December.

8.4 New Year's Eve Party and Burns' Night Supper – not feasible to hold these.

## **9. Hall Bookings**

Angela reported that there were no bookings for the hall and, hence, no hiring income. However, she had had an enquiry from a Singing tutor who was interested in booking the Jubilee Room for several hours on a Friday and Saturday, subject to sufficient interest. The established policy was that, subject to the Trustees' agreement, new hirers looking to establish the extent of interest in their activity could be offered the first 3 weeks free of charge with the usual charges applying thereafter. After some discussion it was agreed to offer hire of the Jubilee Room for the first 3 weeks at a reduced rate of £5 per hour and then a choice of either a daily rate of £50 (for up to 8 hours), or, £10 per hour. A daily rate for use of the hall would be set at £60.

## **10. Skittle Alley floor**

Allan had written to the Social Club asking that, if they still had received no satisfaction from the supplier, they make Court Claim (aka the Small Claims Court). He understood that the Club would do this.

Any future work would be contracted in full by the Hall Trustees rather than split as had happened with the work to the floor.

## **11. 100+ Club**

The winner for September was ticket no 76.

**12. Correspondence**

12.1 Stuart had received an enquiry from the local organiser of the Purbeck Film Festival 2021. It was agreed to accept a booking for this event.

12.2 Stuart had received a letter from the Parish Council asking the Trustees to nominate a representative to a Working Group to discuss the future working relationship between the Council, the Club and the Hall Trustees. It was agreed to reply stating that this would be discussed at the next meeting of the Hall Trustees.

**13. To note any items for the next meeting – see 12.2 above.**

**14. Date of next meeting**

Wednesday 4 November 2020 at 7.00pm.

Lesley Wilcox

Minutes Secretary