

**Minutes of a meeting of the Briantspuddle Village Hall Committee held on
1 September 2021 in Briantspuddle Village Hall.**

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

1. **Apologies for absence** – none required.
2. **Notice of conflicts of interest** – none declared.
3. **GDPR** – all present were happy for their names to be published on the Community website.
4. **Approval of the minutes of the meeting of 28 July 2021** - the minutes were approved and signed.
5. **Approval of the draft minutes of the AGM of 28 July 2021** – there were no comments on the draft minutes which will be put to the 2022 AGM for approval.

6. Treasurer's Report

Allan had already circulated the end of August accounts. The new fire alarm contractor had advised that current regulations required the system to be inspected twice a year. The fire alarm batteries had been replaced. BSC meet 21% of the cost. Hall bookings were a little lower than 'pre-pandemic'. The Community Group would be re-starting Saturday Coffee Shop on 4 September. The income from the Village Hall Coffee Shop would be reflected in September's accounts.

7. Booking Secretary's Report.

A schedule of confirmed bookings was circulated. As well as the regular bookings the schedule included:

Bere Regis surgery – 1 booking, Artsreach – 2 bookings, Purbeck Film Festival – 1 booking

The regular yoga class had not yet been confirmed.

Angela also asked that, should other members of the Committee be approached regarding a prospective booking, all such enquiries should be referred to her.

Allan clarified that bookings should only be made for the duration of the event itself; additional time was allowed for setting-up and clearing away which was not chargeable. This could be clarified on the booking form. He also advised that there was a separate form for the hire of equipment.

8. Fire alarm contract

Covered under item 6.

9. 100+ Club

Stuart would contact the organiser.

10. Hall floor

Stuart reported that it was hoped that BSC would start the process of making a claim against the contractor in the next month. If not, the VH Committee might have to consider progressing the matter. In

future, the VHC will take all responsibility for the contractual arrangements for any work to the floor rather than the split arrangement which had been adopted in the case of the floor refurbishment.

11. Correspondence

None received.

12. Items for the next meeting

Covered under item 13.

13. Any Other Business

- i. Christmas events were discussed. Subject to any restrictions that may be in force at the time, it was agreed to hold a Christmas fair, Christmas Lights competition, New Years' Eve party and Burns' Night supper. Further discussion at next meeting.
- ii. The organiser of the evening talks was to confirm subjects and dates with the relevant speakers.
- iii. Cleaning of the kitchen, Jubilee room and lobby area would take place on 2.9.21.
- iv. The shop's use of the lobby area and the hire of tables is to be formalised. Following concerns about noise, notices will be put up asking users of the lobby area to be considerate of classes being held in the hall.
- v. All procedures and practices relating to the hire and use of the hall facilities will be reviewed in the light of the experience of the last 18 months to establish whether any changes should be made permanent.
- vi. It was established that up to 3 extra people could be co-opted onto the committee, either as temporary trustees, or just as members, in order to carry out specific tasks.
- vii. Following a request from a member of the community (who had offered a donation), it was agreed to look into installing blinds over the hall doors.

14. Date of next meeting

Wednesday 6 October 2021 at 7.00pm.

Lesley Wilcox

Minutes Secretary