

MINUTES OF THE GREAT EAST VILLAGE HALL
COMMITTEE
28 SEPTEMBER 2022

1. Welcome and Apologies

2. Present: Margaret Stamp, Vikki Halliday, Tim Smith, Kay Mitchell, (later Louisa Feltham and Sally Armstrong)
Apologies: Alice Murdock, Lorna Bryant

Meeting started at 10.05

3. Matters Arising:

• **Advertising Options outside Village Shop (KM)**

Kay provided feedback from Kevin Chapman. It would be feasible to build secure advertising A1 size under the large info board outside the shop, however he felt the best option would be something attached to the shop wall. The building owners are reluctant to allow this.

Most groups now have their own advertising boards.

There is the Information Board outside the Hall (not A1) and the railings can and have been used for banner advertising.

Following discussion, it was felt that this has become a separate matter which should be negotiated between the shop and the event advertiser **(c/f)**.

- **Garden refurb (TS) (Item 4)**
- **Frosting to Exterior Wall (TS) (Item 5)**
- **Stage-blocks and storage options (LF) (Item 6)**
- **Toilet Refurbishment and quote (Item 7)**
- **Lighting in the bar area (c/f TS) - Tim to discuss with the electrician shortly**

4. Finance

Vikki reported that 100 Club payments are trickling in – a new list will be issued shortly for those who need chasing up.

There are four spare numbers too.

The PRS for Music License has been paid

Current balance £33353.07 in our account and £1689.46 in petty cash plus grant £367.00 for the playground equipment. This needs to be spent. Tim suggested two more benches in the new garden space.

Action: KM to contact Sue Kingston for details of the supplier for the WI bench on the Park.

Charges from HSBC amount to £5.00 per month for admin and in addition we were charged £4.40 for paying in cheques (40p per cheque). This is a Charity Account. Vikki is going to explore the Co-op Bank to see if their charges are less. It was agreed that making such charges on charity accounts is unacceptable.

Walk on the Wildside currently have £1321.58 in the account.

5. Garden Refurb

The garden has been transformed. The water rota worked well, and Lorraine is mowing and monitoring any bald patches.

There is an issue with the large tree next to our neighbour's property, where some of the branches are banging against her house.

It was reported this a matter for the Parish Council

Action: TS to write to Parish Council (as they paid the last time in 2017)

6. Stone Frosting Repairs

This is still outstanding and a longstanding agenda item. Tim reported that climate conditions must be just right before the work can start.

Action TS to contact Willy Boyd

7. Staging and Storage Options for GELT

Louisa reported that a new tarpaulin has been put over the stage blocks in the garden. These have not been removed as GELT has no storage facilities.

No update on the stage extensions – Louisa still hasn't made enquiries but acknowledges these will be required by the time their next production takes place.

Unclear whether there is a H&S issue on the blocks in case someone climbs on them and falls or causes damage.

Action: KM to enquire with Lucy Walsh (PCC H&S Advisor)

8. Toilet Refurb

Willy Boyd has quoted £10,000 to replace and update the VH toilets.

Disabled toilet – replace the toilet, change flooring, repaint

Gents toilet – remove urinals and plumbing, fit a sit-down toilet, re-install the sink, re-tile and paint

Ladies toilet - remove the partition wall, remove one toilet and replace existing toilet, paint, re-tile and change flooring.

There was discussion about whether to go ahead with the refurb or delay waiting for energy bills to come in.

It was agreed that we should go ahead with the refurbishment, as this has been a longstanding issue and probably best to action before prices start to rise for materials etc.

Action: TS to contact Willy Boyd to start refurb.

9. Insurance Inventory SA/AM c/f

10. Gazebo SA/AM c/f to next Spring

11. Water Butts SA c/f

12. Charging for Archive Room (TS/KM)

Kay requested a key for Kate Hill so she has access to the Hall/Archive Room as she is currently collecting the key from the shop.

The Archive Group meet on a Friday morning, 10-12, in the Archive Room. People can also access the Archive during this time. Sally reported that the room appears to be in regular use and not always left tidy. On one occasion the back door was left unlocked.

There was discussion as to whether the Archive Group should be charged.

Action TS: Tim will get a back door key cut and write to Kate Hill about the parameters for using the Hall. It was felt that archive work comes within the Parish Council remit, therefore not subject to charges, but we do need to know when the building is in use.

13. AOB

Hall keys for PL – Phil Long's keys for the Hall (c/f AM)

Key safe – still to be installed (c/f AM)

Warm Space for Winter (KM)

Given the rise in energy costs, many buildings are being designated as Warm Spaces for communities to gather and stay warm during winter months. These tend to be spaces already in use and staffed, such as libraries and community centres.

Tim reported that the VH has not received a bill from SSE Energy yet, despite frequently chasing and asking for a meter reading. Tim is expecting a large electric bill. Gas is fairly regulated. Tim is also going to enquire about installing a HIVE, to regulate energy use.

Action TS - HIVE

Margaret and Kay will discuss with Julia Brittain to see if Good Companions might want to access a Warm Space, possibly weekly, with warm refreshments/lunch.

Action MS/KM

Meeting ended 10.50