

Shipton Gorge Village Hall Trust

Charity no. 291996

Minutes of the Management Committee meeting

held on 29th September 2022

Present: Julie Bartrum-Lang (JB-L), Kate Chomacki (KC), Graham Garner (GG), Richard Hewlett (RH, Chair), Diane James (DJ), Tony Mallett (TM, Treasurer), Sally Parker (SP), Yvette Smith (YS)

Apologies: James Webster (JW)

1 Apologies for absence

RH welcomed all to the meeting.

Apologies JW.

2 Items for AOB

Display boards, working party.

3 Approval of Minutes of meeting held on 21st July 2022

Approved and signed.

4 Matters arising from the Minutes of the last Committee Meeting

- Co-opting Trustees: no interest from Sarah P, Steve Forrest
> DJ to approach Marina from Brook House
- Programmable thermostatic heating controller: a new wireless one is expensive; it was agreed to reset the current thermostat to 2 hrs overnight and leave Hall users to override when necessary
> RH / TM to reset and monitor from Oct
- Cementing in roof tiles: RH meeting S Duckworth Sat 1st Oct; cost of materials + fee tbc
> RH to approach Steve Duckworth
- Trust Deed copy: Helen Fry unable to provide a copy, but provided email for a contact in the Diocese
> RH to follow up
- Jubilee Fund: TM has applied for a specific capital project (photovoltaic cell + battery set up – cost £11,620); waiting to hear results of application
- Notices advertising availability of Hall for hire: pending
- Crab apple tree removal: carried out and bill paid; it was agreed that the tree would be replaced with a native rowan variety (Fingerpost), timing subject to building work
- Stage lighting: purchased; Craig Sorrell to be asked to install at cost; approval given for up to £500
> RH to organize
- Toilets upgrade: designs for discussion received from Frys (cost approx. £300)
- Hall hire: bookings T&Cs include information about paddock hire; it was agreed to put up a notice in the kitchen for hirers about rubbish removal
> TM to organize
- 100 Club template has been updated for 22/23
- Pre-Xmas Get-together date has been advertised in October BVN

5 Chair's report

(see 4.)

6 Treasurer's Report

- Income is ahead of expenditure (see attachment 1); c. £900 profit last quarter; £800 100 Club income; exceptional expenditures on stage lighting and tree removal; currently £2,200 in current account and £30K on deposit
- Hiring income down on pre-pandemic (loss of dance groups)
- Energy bill forecast for 2022 c. £1,200 (cf £670 in 2021); costs after April 23 unknown but could be up to £2.7k per year¹; TM circulated some comparison figures for gas and electricity (see attachment 2)
> **TM to monitor energy costs and report back**

7 Bookings report

- One new hirer: Fridays for baby yoga
> **GG to check re overlap with set ups for Friday evening / weekend events**
- The Hall is now only available on Thursdays (the cleaning day) and weekends; no current need to advertise for more new hirers

8 100 Club

- 2022–23 ticket distribution almost complete
> **ALL: outstanding ticket payments to be chased and to GG ASAP**

9 Artsreach

- Dave Mynne: The Odyssey (one-man comedy theatre) booked for Saturday 12th November at 7.30; helpers to set up Hall and run event are KC, DJ, GG, David Bass (others very welcome, please)
- Publicity: adverts have been emailed out to usual publications; DJ to organize distribution of posters and flyers from mid-October
> **DJ to contact Andrew Haydon / Sue Porter for additional help with Bridport postering**
- DJ has offered to organize Greek snacks; these will be free extras
- TM will be away but has applied for the TEN, and supplied the hall layout diagram (74 capacity)
> **TM will check and purchase bar supplies, and get a bar float**

10 Future events

- Bob Ayres talk: postponed until 2023; Bob still willing in principle to do a talk
- Pre-Xmas get-together: date Sunday 27.11, 12–2 tbc; TM to coordinate, DJ to help with table decoration, all available to help with hall set-up on the day; event to be re-advertised in the BVN and village email & Facebook, posters on village boards
> **TM to send BVN copy to RH**

11 Capital spend items

- Many items on the list now completed (~~see attachment~~).
- Additional items: TM suggested timer(s) for electrical items such as emergency exit lights and fly killer
> **RH to discuss with Craig Sorrell**
- Ongoing discussion re solar panel installation; issue is more urgent as a result of rising energy costs; solar panel companies are inundated with work; the estimates we've already received may be appropriate; all supportive
> **RH to keep trying to get this project up and running**

¹ not £4k as stated in meeting

- Toilets redesign: Fry's designs were discussed; it was agreed that the requirements are ideally for 1 x disabled, 1 x mens (toilet + urinal), 2 x womens; two alternative layouts were suggested by TM and JB-L; it was suggested that a space-efficient approach could be 1 x disabled + a number of cubicles which would be gender-neutral or labelled; it was agreed not to take too much space from the existing kitchen; we agreed to consider the option of extending to get the facilities we require, subject to funds / other capital spend
 - > RH to go back to Fry's and ask for revised designs based on the above criteria

12 AOB

- RH asked to borrow 3 x display boards for a private event; all agreed
- RH proposed a working party to clear brambles around the back of the Hall and deal with shed rodent issue; proposed dates Thursdays 13, 20, 27 Oct, 3 Nov, Saturdays 29 Oct, 5 Nov
 - > RH to ask Roger Sorrell for access permission to cut brambles from the field, and also discuss the on-going issue of the use of the paddock
 - > RH to circulate dates and ask for volunteers' availability
 - > JB-L to ask Janice Symes re getting rid of brambles

13 Date of next meetings

Thursday 24th November, 7.30 pm

Thursday 26th January 2023, 7.30 pm

- > RH to call an extra meeting to discuss toilet redesign if necessary

Attachment 1

SHIPTON GORGE VILLAGE HALL TRUST 1 July – 28 Sept 2022

Income

| | | |
|-----------------------------------|---------|---------|
| Hiring | 1310.00 | |
| Donations | 150.00 | |
| 100 Club | 794.25 | |
| <u>Pimms stall (30 July)*</u> | 142.00 | |
| * £42.01 after deduction of costs | | |
| | | 2396.25 |

Outgoings

| | | |
|--------------------------|--------|---------|
| Gas | 76.78 | |
| Electricity | 113.51 | |
| Cleaning | 246.69 | |
| Stage lights, controller | 511.00 | |
| Performing rights | 139.20 | |
| Tree removal | 275.00 | |
| <u>Pimms costs</u> | 99.99 | |
| Plumbing | 40.00 | |
| | | 1502.17 |

Surplus for period = £894.08

Attachment 2

| | GAS | | ELECTRICITY | | |
|-------------------------------|--------|--------|-------------|---------------|-----------------|
| | p/d | p/ kWh | p/d | day p/ kWh | night p/ kWh |
| BG old rate | 29.03 | 3.47 | 30.695 | 18.855 | 16.345 |
| BG current rate | 55.087 | 15.67 | 51.365 | 42.658 | 36.731 |
| Nominal price cap rate | 55.087 | 7.50 | 51.365 | 21.10 | 18.20 |
| Specimen rate for 2023 | 27.397 | 18.174 | 88.529 | 45.032 | 34.404 |

(Specimen rate for 24 month contract with SSE, received from Utility Aid August 2022)