

# Shipton Gorge Village Hall Trust

Charity no. 291996

## Minutes of the Management Committee meeting

held on 12<sup>th</sup> April 2023

Present: Richard Hewlett (RH), Julie Bartrum-Lang (JB-L), Graham Garner (GG), Diane James (DL), Tony Mallett (TM), Sally Parker (SP), James Webster (JW)

### 1 Apologies for absence

Kate Chomacki, Yvette Smith

RH welcomed all to the meeting.

### 2 Approval of Minutes of the AGM and business meeting held on 30<sup>th</sup> March 2023

With inclusion of the year-end accounts in the minutes from the AGM, these were approved unanimously.

### 3 Matters arising from the Minutes of the last Committee Meeting

- RH had spoken with Bob Whitley. A decision on whether a show will proceed should be known in May
- TM had done meter reads on 1<sup>st</sup> April, ahead of the start of our new tariffs.
- RH had purchased Groves voucher for the auditor's honorarium
- TM has still to DCA membership
- **Action TM**
- Mark Sexton will help with bramble clearance on 14<sup>th</sup> April

### 4 Signing of Declaration of Acceptance of Office

- JB-L and DJ signed the Declaration

### 5 Appointment of Treasurer

- RH proposed JB-L for the role of Treasurer; endorsed unanimously. RH expressed the thanks of the committee to her for taking this on.
- TM agreed to continue paying bills and receiving income until JB-L had access to the Trust's accounts. To formalise these changes, he made the following proposal:  
*"That JB-L be authorised to have full access to the Trust's Nat West and CCLA accounts, including signing authority for withdrawals as well as full access to on-line banking. The mandate for Nat West and CCLA would be updated to include JB-L, remove Andrew Haydon, and retain RH, GG and TM. TM would continue as acting treasurer, handling income and paying bills, until these changes had been actioned by the respective organisations."*  
This was agreed by all present.

### 6 Review of plans for redesign of the toilets and, if applicable, decide on a course of action

- RH described a site meeting he had had with Frys. He had been advised that extending the hall and making internal changes shown on the various plans should be straightforward. A pitched roof would probably be needed for the extension to be acceptable visually. There was a possibility that the floor in the entrance hall and toilets might contain asbestos, which would need to be checked before any work commenced.
- There followed extensive discussion of the various layouts. A majority supported the drawing circulated by RH on 6<sup>th</sup> March, although some trustees questioned whether the scale or cost of the work was justified. RH commented that "full accessibility" was a requirement for public buildings, and we would need to seek external funding were the project to proceed.
- As part of the discussion, several trustees expressed interest in including PV or heat pump technology in any redesign. This will be revisited at a later stage.

- The immediate next steps were agreed as:
  - ask Frys to produce front/side elevations for the floor plan circulated on 6<sup>th</sup> March;
  - copy plans to Salisbury Diocese and ask if they are acceptable;
  - if no objection, invite comment from the village;
  - Funding will then be addressed.

**Action: RH to contact Frys**

## **7 Any other business**

- Hall hire by the baby massage group has ended due work commitments of the organiser
- Melplash village hall is closing. RH and GG to visit as there may be equipment (outside chairs, cooker) we can use.
- RH submitted an expense claim

## **8 Date of next meeting**

- 25<sup>th</sup> May, 7.30 pm

## **9 Date of future meeting**

- 20<sup>th</sup> July, 7.30 pm