

Minutes of the Management Committee meeting
held on 26th January 2023

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), James Webster (JW)

1 Apologies for absence

No apologies. RH welcomed all to the meeting.

2 Items for AOB

None.

3 Approval of Minutes of meeting held on 24th November 2022

Approved and signed.

4 Matters arising from the Minutes of the last Committee Meeting

- Co-opting Trustees: on-going
- working party to clear area at back of Hall: Roger Sorrell has cleared on his side; JB-L to arrange clearance of brambles; more work needed on east side (Symes land) probably sometime in March
> RH to coordinate
- use of paddock: RH has discussed with Roger Sorrell who has agreed for 2023 events in principle; Hall hirers who wish to use it should contact Roger direct and not go through GG; Roger has given permission to clip the pig fencing across the gate between the hall grounds and paddock
Bob Ayres talk: we would like to have Bob do a Hall talk but will leave the offer open to him to suggest when
- air source heat pumps: RH has done some preliminary research but nothing to report back on yet
- sanitizer in Hall
> TM to remove both sanitizer points in main Hall

• **Chair's report**

- RH gave some expenses claims to TM (for basic Hall supplies and equipment – purple sacks, kettle and filer, photocopying for toilet plans, brushes and cleaner)
- PAT testing done (Dec 22) and all passed; up-to-date- certificate on display on noticeboard
- two paintings have been reframed and will be displayed in the Hall, thanks to Hugh King
- floor to be revarnished Sat 28th January (GG, RH, Phil Hall)

• **Treasurer's Report**

- During December, outgoings exceeded income by around £620 due primarily to payment for our buildings and contents insurance (attachment 1). For the year overall for there was a surplus of around £2,500, however without a significant (and final) COVID grant there would have been a small deficit, i.e. normal income was insufficient to cover outgoings. The hall's accounts are being prepared, and income and expenditure fully balance with money held in the bank. Some (presumed) presentational issues need to be resolved, however, before a Statement of Financial

Activities and Balance Sheet can be finalised. This may delay inspection of the accounts by R Pettit.

- An offer to renew our energy contract was received from British Gas on 16th January. Compared with our current terms, daily standing charges were increased (approx. +50%) while the unit cost of energy had fallen slightly (gas -17%, day rate electricity -3%). The offer was valid for 48 hr only. Information on business energy rates was also sought (and received) from Utility Aid and USwitch business but better terms were not forthcoming; indeed, both advised that costs were unlikely to decrease, and might rise, between January and our renewal on 2nd April. After discussion with RH, and in view of short deadline associated with the offer, the renewal with British Gas was accepted.
- See Attachment 1

- **Bookings report**
 - It was agreed to notify hirers that the hire cost will increase from 1st April 2023 (approx. 15% but exact amount to be agreed at next meeting)
 - > TM to put up a statement to the above effect on the village website
 - It would be good to check with Poppy (baby yoga) re user requirements, e.g. nappy bins, etc. to get some feedback on our facilities
 - > RH to check and feed back at next meeting

- **100 Club**

Nothing to report.

- **Artsreach**
 - ‘Janice & Jon’ folk music duo: Thursday 9th February 7.30 pm; all the usual publicity is out (many thanks to DJ for coordinating postering), village stand-alone boards to go up next week, extra promo at the Burton event on Sat 28.01; on the day set up Hall 2.30; bar TM/RH; door DJ; accommodation KC; lighting RH if needed

10 Future events

- Bob Ayres talk: see 4.
- ‘Anne Boleyn – Wolf at the Door’: this concert has been offered by folk musician Bob Whitley; it was agreed we would not want to bear the full responsibility of marketing the show, nor would we want a clash with any autumn 2023 Artsreach options; it was agreed to offer the performers the option of hiring the Hall, and we could do publicity within the village and run a bar
 - > RH to propose this option to Bob Whitley

11 Capital spend items

- Kitchen cooker: we will put up instructions in a more permanent way and leave the appliance switched on so that it’s easier for hirers to understand how to use it
 - > RH / TM to action
- Toilets consultation: 20 people at the event on Saturday 21 Jan, plus some returned questionnaires; some clear preferences expressed; RH proposed another potentially cheaper option which would remove the need for knocking down the external wall; Fry’s estimate is around £50K; the costs would need to be covered by accessing grants from various sources (tbc) and some of our reserves (potentially up to £20K); plans would be needed in order to get more accurate costs. A kitchen revamp could be part of the work. It was agreed to identify and cost our preferred option and then investigate how to pay for it.

- > RH to ask Fry's to draw up his new proposal to check viability and to draw up roof elevation options
- > RH / JW to approach Salisbury diocese for funding, since the Hall is a church asset

12 AOB

None

13 Date of next meetings

- 30th March, 7.30 pm – AGM and Committee meeting. This date may change subject to timing of accounts audit.
 - > TM to notify all re any change of date
- Further meetings dates to be set at next meeting.

Attachment 1

SHIPTON GORGE VILLAGE HALL TRUST 1-31 December 2022

Income

Hiring	530.00	
Donation	25.00	
	<hr/>	£555.00

Outgoings

Insurance	726.15	
Gas	174.96	
Electricity	94.63	
Cleaning	103.92	
- including windows		
Bar supplies	53.68	
100 Club licence	20.00	
	<hr/>	£1173.34

Deficit for period = £618.34

Year end balances (unaudited)

	31-12-22	31-12-21
Current ac	£1,735	£467
Reserve ac	£30,764 *	£28,299
COIF	£2,494	£2,470
100 Club		£1,244
Total	£34,990	£32,480

Surplus = approx. £2,500

(NB: covid grant = £2,670 so overall small deficit from hall income alone)

* includes approx. £1300 from 100 Club