

CAMPSEA ASHE VILLAGE HALL COMMITTEE

Minutes Monday 4 November 2019

Present

Todd Strehlow (TS), Kate Hayward (KH), Mike Atkins (MA), Frances Gander (FG), Klaus Fortmann (KF), Mandy Woods (MW), Richard Fernley (RF), Georgina Proctor (RF), Jasmine Lewthaite (JL).

Apologies/ Absentees

Nathan Wills

Approve minutes/notes from last meeting –

Agreed as accurate record

Matters arising not covered below

MA asked whether anything had been done re tree damage on Ashe Road. KF was investigating through PC.

Trustee Status

Following a meeting in September between RF, FG, KH and KF it was put to the committee that it would be sensible to retain the original arrangement as wholesale changes would be needed to the constitution for the PC to become Sole Trustee. There were also now sufficient members willing to act as trustees and others to form a committee which had been the original problem in July 2018. Trustees would be TS as Chair, FG as Treasurer, KH as Secretary. RF would act as contact with the Charity Commission. This was agreed.

The outgoing arrangement had worked well over the last 18 months with PC support and RF said this link would remain in the future following the change. Certain issues would need to be resolved (see below).

FG suggested the constitution needed to be updated. FG would circulate around the committee for consideration at the next meeting.

It was also decided that an AGM should be held following the end of the present financial year, probably in April.

Committee Organisation

Officers as detailed above. RF would act as liaison with PC. KF (as PC clerk) was happy to attend meeting as required and be copied in to relevant issues. JL was welcomed to the committee. It was agreed to continue present day-to-day management procedures which were largely ad hoc but seemed to work. Working groups could be formed as required and work parties publicised which (as in the past) would hopefully include non-committee persons. It was thought this ad hoc procedure might need to be reviewed if bookings continue to increase.

Financial update

FG presented accounts up to 31/10/19 and explained items. The refund was from insurance; a payment would be due (see below). There was still credit re water due to past overcharging (from leak).

It was agreed that the finances were in a much healthier state than in the past mainly due to increased bookings (both regular and ad-hoc). FG pointed out necessary ongoing expenditure would be needed before the end of the financial year.

After discussion it was agreed to keep two separate accounts; FG would need to chase a paying-in book for the second account as this had gone missing in transit.

FG would replace Pat Hayward as signatory as the PC link was no longer required following above approval.

Insurance;

A separate insurance policy would again be required following removal of PC link. KF had made initial contact with CAS and this would be sorted between KF, TS and FG.

PRS Licence –renewal

KH said this was in hand. There was some discussion re Entertainments License could be arranged via District Council. KH would investigate.

Bookings

Regular weekly bookings from Vicki-Anne Dance, Keep Fit, Zumba with Pilates to start this month.

The VH was becoming increasingly popular for children's parties. Two booked for this weekend. Also band practices, bingo and election bookings before Christmas.

Future Fund- raising/Events

An enthusiastic discussion followed with lots of ideas following decision not to hold a fete next year.

Suggestions included (with those willing to follow up with more research and rough date);

- 1) Scarecrow competition- late summer /Autumn 2020 MW
- 2) Easter Egg Hunt perhaps link with church KH&JL Easter 2020
- 3) Pensioners Lunch/ Coffee Morning with a theme (possible link with Heritage Group)
Summer/Autumn 2020 MW
- 4) Retrieval of buried capsule – perhaps to link with another event early and work with Heritage Group 2020? KH
- 5) Science Day – ? 2020 perhaps with Station House KH
- 6) Big Lunch (Jo Cox) June 2020 to try to get villagers meeting – general
- 7) Art/Craft Exhibition – some time in 2020 KH

Lots of ideas; if just a few materialised this would be positive. General view was to work with other village groups/bodies such as Station House, PCC, Heritage Group and generally get more involved.

Maintenance Matters

PAT testing was due KF would try to get his electrician to have a look this week.

Fire alarms had been tested recently; extinguishers due next Spring. MA said this was in hand.

MA would investigate signage re car parking. It was thought two were required; one re liability and one re information about usage for events.

KF reported Play Area Inspection had been completed.

MA explained difficulties in cleaning run-off to ditch outside Hall and how this was creating mud at entrance. TS would try to get advice.

Long term planning/capital investment/funding applications

MW said she had received another quote for toilet refurbishment (approx. £9000) but was awaiting paperwork.

It was decided to postpone further discussion on funding applications/capital investment until next meeting to allow more research.

KF stated changes to PC budget preparation meant reserves for capital projects could be kept.

Other matters not already covered

Defibrillator and location – RF/KF updated committee on developments. It had been established there were already 2 defibrillators in the village (Clarke and Simpson – available in working hours and Allonsfield House – available 24/7). Was a third necessary? Assurances would be required that these were available/ publicised widely in village and training made available. Although a PC not VH issue this was generally agreed. Failing these assurances location would be at Village Hall; it would require minimum electrical work which could be done in-house. This was agreed.

RF stated a Remembrance Service was planned in the churchyard for Monday 11 November. Meet at 10.30. NW had arranged a wreath from the PC. Members were encouraged to publicise as the deadline for the parish magazine had been missed.

KF said he had made contact with supplier of trees (donation required) for planting on PC/VH land. All agreed with this and KF/TS would co-ordinate.

Meeting finished at 9.25pm.

Date of Next Meeting January 6th at 7.30pm in the Village Hall