

# SHERFIELD-ON-LODDON VILLAGE HALL MANAGEMENT COMMITTEE

## Meeting Held on Monday 7<sup>th</sup> December 2020 at 8.00 pm via “Zoom”

**Present:** Alan Ball, Bruce Batting, Ivan Gosden, Bruce Jones, Natalie Larner, Nick Robinson & Ian Sellars

**In attendance:** Gilly Duckworth

### 1. **Apologies for Absence**

All members were present.

### 2. **Minutes of Previous Meeting**

Minutes of the meeting held on 24<sup>th</sup> November had been circulated and were agreed as a correct record. Natalie pointed out that in Minute 5 the sub-paragraphs were incorrectly numbered resulting in two x 5(f) and it was agreed that this would be corrected. Alan Ball asked that thanks be recorded to Eleanor for producing the minutes from recorded versions of the zoom meetings.

### 3. **Update on Kitchen Extension**

Ivan reported that he had hoped to have the heating back on by now but due to the amount of electrical work required to be carried out it would not be back on until Wednesday 9<sup>th</sup> December. The builders need to carry out the electrical works. The floor is due to be poured tomorrow, Tuesday 8<sup>th</sup> December and hopefully by the end of the week the white Rockwall walling which is the finished wall covering will be completed.

By the middle/end of next week the kitchen units arrive and there is therefore an invoice to pay in the sum of £27,250 due to be paid tomorrow, 8<sup>th</sup> December. The final invoice will need to be paid on completion in the sum of £2,200. Plasterer is working today and everything is more or less on time.

### 4. **Main Hall Floor**

Following a question from Natalie Ivan replied that the builder is dealing with the main hall floor which has deteriorated due to damp while the heating has been off and the main hall open to the elements while building work carried out. There is a dehumidifier in the kitchen which should help with damp in the hall generally and also with the effect of plastering being carried out in the kitchen. Five or six flooring boards have lifted and these are basically damaged beyond repair. Ivan will ask the builder to have a look under the floor and report back on what he can see of the condition of the floor and his recommendations for what could be done to restore the floor.

### 5. **Report from Duckwood Marketing**

Gilly reported as follows:

#### **“Action Hampshire Meeting**

- Attended a Zoom meeting on 24 November.
- Meeting Wendy to plan our approach to ‘boutique’ weddings. Can we purchase a license so people only have to travel to one location? Good USP.
- Need to discuss other ideas (notes from the meeting attached as Appendix I).

#### **Clift Surgery**

Following an email to the Practice Manager of Clift Surgery offering the Village Hall for local vaccinations, I have also emailed the NHCCG (North Hampshire Clinical Commissioning Group) to offer our facilities. No response to date.

#### **BDBC**

- Communicated with LIF with updated photos of the kitchen extension and information about planning permission, etc. We will need more photographs this month.

- Sent information about fundraising to date.
- Asked Nick to clarify some issues with BDBC about funding the build.
- LIF has requested information about the Land Registry/deeds documents. Bruce B. will respond to Jane Mateus-Rawlins.

### **Facebook**

Posted comments about Amazon Smile, the Community Lottery and Buy a Brick in Time:

- \* Amazon Smile comment read by 260 people
- \* Community Lottery read by 247 people
- \* Buy a Brick in Time comment read by 16 people.

### **Website**

- Updated Fundraising pages.
- Updated Home page posts.
- Updated Meeting Minutes page with latest minutes.

### **Website Statistics**

- 175 people viewed the website, up 14% on last month.  
376 page viewings, down 8%.
- People stayed on the pages they view for an average of 1 minute 16 seconds.
- 78% of visitors were new and 22% were returning visitors.
- Most popular pages were: Home page, Buy a Brick in Time, Activities, Weddings, Our Trustees, Kitchen Extension and Refurbishment Project.

### **Fundraising**

Emailed LEADER Rural Funding and HCC Rural Committees Grant Scheme to enquire if their funding schemes are still live.

Emailed Veolia to chase their decision.

### **Buy a Brick in Time**

JustGiving page ready to be applied to the website.

### **Amazon Smile**

Now set-up and beginning to raise funds at 0.5% of the net purchase price of goods bought on Amazon.

### **Buy a Brick In Time, Amazon Smile and Community Lottery**

Sent an email to 345 addresses advertising Amazon Smile, the Community Lottery and Buy a Brick in Time.

### **HCC (£5k)**

Looking at Hampshire County Council's Waste Prevention Community Grant Fund.

I have requested an informal discussion to ensure we can apply. Response is negative because the scheme is aimed at reducing household waste only. A repair shop/shed approach would qualify.

### **BDBC Local Restrictions Support Grant**

We can apply for this grant of at least £1334 depending on our rateable value.

### **Parish Council**

Supplied Nick with information to apply for a grant of £10,000.

### **NFU Mutual**

Need to list specific items of kitchen equipment up to £1000 on the application.  
quote for all equipment received from Ivan so this application can proceed".

**Action: Gilly to develop marketing plans for other avenues of revenue which can**

**be explored going forward**

## 6. Fundraising

### (a) Parish Council Grant Application

Bruce Batting reported that he had spoken to Andy Morgan who said that he was keen to support a grant from the Parish Council to the Village Hall Committee although not all members of the Parish Council agreed with this view. The Parish Council's standing orders state that they require copies of accounts before grants are awarded. Andy Morgan has suggested that the Village Hall produce a simple unaudited income and expenditure account for the last two years to support the grant application and that consideration of the application would be deferred to January in order for the income and expenditure accounts to be submitted to the Parish Council.

**Action: Ivan will ask Wendy to prepare income and expenditure report for the past two years to support the application to the Parish Council**

### (b) Brick in Time

Natalie reported that by the end of the week a total of £3,500 should have been raised by the Brick in Time scheme.

### (c) Toy Collection

Natalie reported that the Village Hall car park is going to be used for toy collection by St Leonard's Church. Four people will be manning a Brick in Time table at the same time. Payments will be required to be made in cash or on the website as a card machine is not yet available. Ivan said that a card machine can be bought online and this can be done for the future.

### (d) Metro Bank Account

Natalie reported that some people, particularly those banking with Barclays, get an error message when trying to send funds to the Village Hall bank account saying that they cannot verify the Metro bank account. Ivan said he would ask Wendy to look into this.

**Action: Ivan to ask Wendy to look into problem with payments into the bank from Barclays accounts**

## 7. Trustee Projects Update

Powerpoint (car chargers) – Ian reported that he had contacted Powerpoint and has received a reply and case number and they should be back in touch in due course regarding a commercial electric vehicle charging point.

Crib – Nick has organised the crib in the pedestrian accessway to the Village Hall. Nick asked for thanks to be recorded to Diane Effiong, Mike Cuckow and Sherfield Garden Centre for their contributions to the crib. It was agreed that Bruce Jones should send a thank you note to all three.

Action Hampshire – Bruce Jones reported that he had signed the Village Hall up to Action Hampshire. They have sent an invoice which Bruce has sent to Wendy.

Solar Panels – Alan Ball reported that he has been collecting information but nothing further to report. Ivan queried whether panels could be put on the flat roof. It was agreed that this was probably possible but the panels would need to be tilted to catch the sun.

CIO – Bruce Batting reported that he is waiting to hear back from Adrian Owen

## 8. Loddon Valley Link

No action required as there will be another management meeting before deadline for the next edition which will be for February.

## 9. Financial Report

Ivan reported that Wendy had not had time to prepare a report.

There is £33,000 in the Metro main account and then £2,500 in the fete/fundraising account. £10,000 has been taken out of the NatWest account and moved into the Metro account leaving approximately £7,000 in the NatWest account. With invoices needing payment shortly this will leave the accounts very low until grant monies received back into the bank.

10. **Other Business**

(a) **Lights** – Nick Robinson said that while the Christmas and crib lights are on it would look better if the sodium lights are not on in the evenings.

**Action: Ivan to turn off the sodium lights for the next month**

(b) **Just Giving** – Natalie reported that the reason people are not contributing through the Village Hall website is because it is very difficult to do so.

11. **Date of Next Meeting**

The next meeting will be held on Monday 4<sup>th</sup> January 2021 at 8.00 p.m.

**List of Actions:**

**Gilly to develop marketing plans for other avenues of revenue which can be explored going forward**

**Ivan to ask Wendy to prepare income and expenditure report for the past two years to support the application to the Parish Council**

**ivan to turn off the sodium lights for the next month**