

SHERFIELD-ON-LODDON VILLAGE HALL MANAGEMENT COMMITTEE

Meeting Held on Monday 3rd February 2020 at 8.00 pm in the Liddell Hall at the Village Hall

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

In attendance: Eleanor Burt & Gilly Duckworth

1. Apologies for Absence

Apologies for absence had been received from Bruce Jones.

2. Minutes of Meeting held on 13th January 2020

Minutes of the meeting held on 13th January had been circulated and were agreed as a correct record.

3. Duckworth Marketing Report – Gilly Duckworth gave the following report:

“Defra/ACRE Village Hall Improvement Grant Scheme

I had a long conversation with Kevin Sawyers from Action Hampshire about this application and he gave me some good guidance.

We will need to produce a shopping list of kitchen equipment and at least two quotes.

I will finalise the application and send it to Kevin for him to review. I may need some assistance for the financial forecast and a few other items.

Garfield Weston Foundation

I am in the process of completing this application and aim to achieve this either by the end of this week or the middle of next week.

Peter Baker Foundation (via Greenham Trust)

“In June 2019 Greenham Trust took assumed responsibility for the Peter Baker Foundation, a Newbury based charitable trust set up by successful local businessman Peter Baker in 1996 which has given £1.5 million to local charitable causes.

Peter Baker passed away in December 2017 and in view of the income generating property based assets held by the Foundation the remaining trustees believed it was appropriate to transfer these and the responsibility for administering future grants in the name of the Peter Baker Foundation to Greenham Trust. The capital and revenues generated by the former Foundation assets are held by Greenham Trust as a Restricted Fund and grants are distributed in line with the original intentions of Peter Baker; for charitable purposes within a 20 mile radius of Market Place, Newbury.”

We have been awarded £2,500 by the Foundation.

Total Raised

Excluding Village Hall and village events, we have raised a total of £124,500 towards the maintenance and the new kitchen extension.

£1,976 still to claim from S106 which we may be able to use for kitchen equipment. I will speak to Kiran Hunjan.

I will chase Rhydian re HCC funding.

I am compiling a report for BDBC regarding our progress, including the bat survey, planning permission application and latest fundraising information.

Website

1510 people visited the website in the three weeks since the last meeting, an increase of 131%.

People spent an average of 2 minutes and 22 seconds on the pages they visited.

Most popular pages: Home, Activities, Facilities & Booking, Book Here, Weddings, News & Events, Sunday Morning Market.

Several groups have requested changes and updates.

Mark Scott has given me access to the server which hosts the VH emails and website so I can manage the email addresses, forwarding, etc”.

4. Updates

(a) CIO

Bruce Batting reported that progress is slow but he is still in touch with Hampshire County Council and the Charity Commission.

(b) Safety Light Outside Liddell Hall

Alan Ball reported that he had repaired one outside light but that the safety light outside the Liddell Hall is not working – Alan agreed to fix this light and check the regulations.

Action: Alan Ball to repair safety light outside Liddell Hall and check regulations

5. Reindeer Trail

Ivan Gosden suggested that the Village Hall should be used for the Reindeer Trail to save the £600 cost of hiring a marquee. It was agreed to offer use of the hall to the organisers of the Reindeer Trail at no cost. Bruce Batting agreed to put together a letter and circulate it to the other Trustees before it is sent to Andy Morgan, Chairman of the Parish Council, and the Parish Clerk.

Action: Bruce Batting to draft a letter offering use of the Village Hall for the Reindeer Trail at no cost which will be circulated to other Trustees before being sent to the Parish Council Chairman and Clerk

6. VE Day

Natalie Larner reported that the “Friends” had discussed various ideas for celebrating VE day. The Bank Holiday has been moved to Friday, 8th May. Bruce Batting agreed to organise the necessary road closure for a street party.

Action: Bruce Batting to apply for a road closure licence for a street party to be held on 8th May

7. **Bar Future**

Ivan Gosden suggested offering a bar service to people booking the village hall. The Caretaker has offered to run the bar for an agreed fee. Ian Sellars suggested that a list is compiled of the drinks in stock in the bar so that hirers know what is available. Ivan Gosden agreed to discuss further with the Caretaker.

Action: Ivan Gosden to discuss the idea of offering a bar service to hirers further with the Caretaker

8. **Appointment of Treasurer**

Wendy Gosden has met with Audrey Gordon and hopes to be able to hand over the role of Treasurer gradually from 1st March. It was agreed not to change bank signatories for at least three months.

9. **Accoustic Improvements**

Ian Sellars reported that the cost of screens for the main hall would be approximately £6,000. Ian will try again to get a supplier to visit the hall. Natalie Larner will organise a date for suppliers to visit the Liddell Hall to measure for screens.

**Action: Ian Sellars to arrange for a screen supplier to visit the Main Hall
Natalie Larner to arrange for a screen supplier to visit the Liddell Hall**

10. **“Kerb Appeal”**

Nick Robinson agreed to ask Will Shaw or Will de la Riviere if they would be interested in designing an arch for the footpath access through the front brick wall. Natalie Larner suggested that an arch could also be put over the back access gate. Consideration was also given to lighting up the front of the Village Hall and it was agreed to put up temporary lights to see what the effect is.

Natalie Larner said that she was not happy with the location of the Hall notice board. Following discussion it was agreed to trial lighting up the notice board at the same time as the main hall.

11. **Appointment of Trustees**

It was agreed to discuss the appointment of new trustees at a future meeting when it is confirmed whether Audrey Gordon is taking over as Treasurer.

12. **Social Media**

Nick Robinson suggested that the Caretaker could be asked to drive Facebook, Twitter and the website for the Village Hall. Ivan Gosden agreed to discuss this with Hazel. Natalie Larner also suggested that Wendy Gosden may be interested in taking this work on when she has handed on the treasurer role.

Action: Ivan Gosden to discuss with the Caretaker whether she is willing to take on responsibility for keeping social media up to date for the hall

13. **Loddon Valley Link**

Natalie Larner agreed to put reports into the Loddon Valley Link on recent events as well as forthcoming and proposed events.

14. **Maintenance Log**

It was noted that the Caretaker had circulated a list of maintenance items requiring attention. Alan Ball agreed to look at the bar lights. Ian Sellar's scaffold will be used to reach and clean the main hall fans. Ivan Gosden will check the heating problem with Adrian Burt. Nick Robinson will rod drains to cure car park puddles. Nick Robinson will repair the fence panels behind the playhouse.

**Action: Alan Ball to look at bar lights
Ivan Gosden to contact Adrian Burt re the hall heating
Nick Robinson to rod drains
Nick Robinson to repair fence panels behind playhouse**

15. **Finance**

Ivan Gosden reported that the bank balance is currently £54,000.

16. Other Business

(a) Non Disclosure Agreement

Ian Sellars has prepared a draft Agreement. Trustees to read the document and pass on their comments.

(b) Thanks to Kym & Janet

It was agreed to send a thank you note to Kym and Janet who raised £100 on a stall at the Village Market for the Village Hall selling items donated by Kym's business.

Action: Natalie Larner to send thank you letters to Kym and Janet

17. Date of Next Meeting

The next meeting will be held on 2nd March 2020 at 8.00 p.m.

Actions: :

Alan Ball to repair safety light outside Liddell Hall and check regulations

Bruce Batting to draft a letter offering use of the Village Hall for the

Reindeer Trail at no cost which will be circulated to other Trustees

before being sent to the Parish Council Chairman and Clerk

Bruce Batting to apply for a road closure licence for a street party to be held on 8th May

Ivan Gosden to discuss the idea of offering a bar service to hirers further with the Caretaker

Ian Sellars to arrange for a screen supplier to visit the Main Hall

Natalie Larner to arrange for a screen supplier to visit the Liddell Hall

Ivan Gosden to discuss with the Caretaker whether she is willing to take on responsibility for keeping social media up to date for the hall

Alan Ball to look at bar lights

Ivan Gosden to contact Adrian Burt re the hall heating

Nick Robinson to rod drains

Nick Robinson to repair fence panels behind playhouse

Natalie Larner to send thank you letters to Kym and Janet