

SHERFIELD-ON-LODDON VILLAGE HALL MANAGEMENT COMMITTEE
Meeting held on Monday 11th March 2019 at 8pm in the Garden Room at the Village Hall

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

In attendance: Eleanor Burt

Apologies for absence had been received from Gilly Woodland

1. Minutes of Meetings held on 11th February 2019

The minutes of the meeting held on 11th February had been circulated and were agreed as a correct record.

2. Duckwood Marketing Report

As Gilly was not present at the meeting she will be sending a report by email to Trustees. It was agreed to approve Gilly's suggestion of a competition to choose the colour for the paint for the woodwork on the outside of the Hall with the options being cream, brown or light green. It was noted that Wendy Gosden is working on the implementation of the online hall calendar.

Action: Gilly to go ahead with the competition to choose the colour for the timber redecoration

3. Committee Update

It was noted that Natalie and Ian are due to meet on 25th March.

Ian drew attention to Amazon Lockers as a community service. Ian will look further into this and report back with more information.

Action: Ian to find out more about Amazon Lockers and report back

4. Actions Update

Staging – Alan has investigated replacement staging – it was agreed to get a price for 4 sq.m. and also decide what should happen to the old staging

Action: Alan to get a price for 4 sq.m. replacement staging
Decision to be made on what to do with the old staging

Acoustic Improvements – Natalie reported that she had given hall measurements to two companies who are both willing to visit the hall. It was agreed to arrange for them to visit week commencing 25th March and for Ian, Natalie and Nick to meet them – Natalie will circulate meeting date and time. Ian will continue to look at acoustic screens.

Action: Natalie to arrange for the two suppliers to visit the hall to quote for improving acoustics and to circulate date and time to Ian and Nick
Ian to continue to investigate acoustic screens

Tenancy Agreements – Bruce has asked Simmons to provide tenancy agreements

Fete Bank Account – it was noted that two forms need to be returned to the bank and then the account for the fete will be in operation

Hall Floor – it was noted that the cost of the repair works to date is £13,036.06 and that a section 106 grant application has been submitted. There has been a problem with one of the pieces of timber but Roger has sorted this out. It has not been possible to find a buffer to hire local, it was therefore agreed to purchase a buffer at a cost of £1,200 to £1,500.

Roger is going to check the fireplace this week with a view to using it for ventilation

Action: buffer to be purchased at a cost of £1,200 - £1,500

Extension Review – Nick gave an outline of a proposed extension to the kitchen. It was agreed that Nick should produce a sketch of the proposals and Nick said that Will Shaw may be interested in helping produce an illustration

Action: Nick to circulate a sketch of the proposed kitchen extension (possibly with the help of Will Shaw)

5. Trustees

Discussion took place on the best way to appoint new Trustees. It was agreed to appoint up to three new trustees and that people with expertise in finance, marketing and promotion and website management would be very useful. Ian said that guidelines for appointing trustees should be checked. It was agreed that Ivan would ask Gilly to draft an item for the Loddon Valley Link May issue and Ian will make up an information pack for potential new Trustees.

**Action: Ivan to ask Gilly to draft item for Loddon Valley Link May edition regarding appointment of new trustees
Ian to put together an information pack for potential new trustees**

6. Items for Loddon Valley Link

Items for the April Loddon Valley Link to include update on completion of floor repair work (on time), Beer Festival date (7th September), list of dates of future events, competition for colour of external timber redecoration,

7. Items for Next Meeting

It was agreed that the next meeting will be the management meeting on 8th April – interim meetings only to be held as and when required.

8. Finance

The bank balance currently stands at £53,021.18 following payment of invoices for floor repair – hopefully grant income will replace the money paid out.

9. Other Items

Mole Valley – it was noted that Mole Valley held their conference at the Village Hall and hopefully will be back for their next conference. Alan set up the wifi for them to use.

Wifi – it was noted that the Happy Faces wifi is being used – a financial contribution needs to be agreed

Loddon Sports – it was noted that Loddon Sports celebrates 50 years in 2020. It was agreed that the hall can be used for celebrations free of charge.

Parish Council – it was noted that the annual parish meeting will be held on 9th April 2019 – Ian will provide a Village Hall report.

10. Date of Next Meeting

The next meeting will be held on 8th April 2019 at 8 p.m.

List of Actions:

Gilly to go ahead with the competition to choose the colour for the timber redecoration

Ian to find out more about Amazon Lockers and report back

Alan to get a price for 4 sq.m. replacement staging

Decision to be made on what to do with the old staging

Natalie to arrange for the two suppliers to visit the hall to quote for improving acoustics and to circulate date and time to Ian and Nick

Ian to continue to investigate acoustic screens

Buffer to be purchased at a cost of £1,200 - £1,500

Nick to circulate a sketch of the proposed kitchen extension (possibly with the help of Will Shaw)

Ivan to ask Gilly to draft item for Loddon Valley Link May edition regarding appointment of new trustees

Ian to put together an information pack for potential new trustees