

SHERFIELD-ON-LODDON VILLAGE HALL MANAGEMENT COMMITTEE

Meeting held on 7th November 2022 at 7.30 pm in the Garden Room at the Village Hall

Present: Alan Ball, Bruce Batting, Eleanor Burt, Ivan Gosden, Natalie Larner, Ian Sellars & Derek Tarrant

1. Apologies for Absence

Apologies for absence had been received from Gilly Woodland.

2. Minutes of the Management Meeting held on 3rd October 2022

The minutes of the meeting held on 3rd October 2022 had been circulated and were agreed as a correct record.

3. Caretaker Update

Ivan reported that the Caretaker was now back to working her full hours of 30 hours per week. The Caretaker recently repainted the walls in the Liddell Hall which took a total of 41.5 hours to complete.

4. No 2 Cottage

Ivan reported that the tenants in No 2 Cottage had given a month's notice and would be vacating the cottage on 9th November 2022.

Ivan will arrange for Simmons & Sons to inspect the cottage and give their view on the prospect for letting the property on a residential or commercial basis.

Action: Ivan to arrange for Simmons & Sons to inspect No 2 Cottage

5. No 1 Cottage

Ivan reported that there is a problem with water running down the bedroom walls in No 1 Cottage and Trevor Davis has said that the roof needs replacing and has given a price to do the work of £12,000 with availability to carry out the work week commencing 14th November. He also recommended that in the near future the main hall roof and No 2 Cottage roof will need replacing.

Eleanor Burt said that she felt three quotations should be obtained for the work. The possibility of obtaining other quotes was discussed.

Following discussion the majority view was that Trevor Davis should be instructed to go ahead with the work.

Action: The majority view was that the work to No 1 Cottage roof should go ahead as soon as possible

6. Electrical Update

The electrical repairs as agreed at the last meeting should be completed by the end of this week (11th November).

7. Warm Places

Following the meeting regarding the proposal for setting up a warm places venue Derek and Gilly are working on the plans discussed.

8. Banking

It was agreed that the NatWest bank account can now be closed but that both Metro accounts should continue to be used.

Action: Derek to arrange for the NatWest bank account to be closed

9. Parish Council Safe & Letter Box

It was agreed that the Parish Council should be asked to take away the safe and letter box which are at the Village Hall.

Action: Parish Council to be asked to take away the safe and letter box

10. Appointment of Trustee & Treasurer

It was agreed that Derek Tarrant be appointed Trustee and Treasurer of the Village Hall Management Committee.

11. Card Reader

Derek Tarrant reported that once the accounts are up to date he will then be able to talk to Sum Up about the card reader.

12. Contract/Invoice Addressing

It was noted that it would be very helpful if going forward contracts/invoices etc are set up in the name of "Sherfield Village Hall" rather than individual trustee names.

13. Fete

It was noted that the net profit from the fete was £8,328.42 and this will be distributed as previously agreed. It was agreed that in future the fete committee must take out insurance for the fete and also that it would be very useful for the minutes of fete meetings to be distributed to the Village Hall Trustees.

**Action: Fete committee to take out annual insurance for the fete
Minutes of Fete Committee meetings to be distributed to Village Hall Trustees**

14. Beer Festival

Ian Sellars reported that the 2023 Beer Festival will be held on 23rd September 2023, the entrance fee will be £6 (up from £5 this year) and glass glasses will be provided rather than plastic.

15. CIO

Bruce Batting reported that work is still ongoing. It was agreed to have an extra meeting of the Village Hall Trustees on Monday 14th November 2022 at 7.30p.m. to draw up letters to all suppliers (Wendy to provide supplier information).

Action: Trustees to meet on Monday 14th November 2022 at 7.30 to draft letters to all suppliers as part of the CIO process

16. Village Market

Natalie Lerner reported that there were 29 stalls at the October market and net profit was £308. The next market is an "advent market" with 40 stalls booked. The café will be located in the Garden Room to give more room in the main hall for stalls. The December market will be held on 11th December and there will be a raffle at both the November and December markets.

It was agreed that Christmas decorations need to be put up on the weekend of 26/27th November.

Action: Christmas decorations to be put up on 26th/27th November

17. Fence (between Village Hall and Garage)

Ivan Gosden reported that he has obtained an email address for the owners of the Garage site and will write to ask about the repair/replacement of the fence.

Action: Ivan to email owners of the Garage site regarding repair of the fence

18. Fund Raising

John Kirkpatrick -

Derek Tarrant reported that 63 tickets have been sold so far for the John Kirkpatrick evening on 10th December and he will readvertise the event. Tables etc for the Village Market on Sunday 11th December will need to be set up on the Sunday morning.

Barn Dance -

Ticket price has been set at £16 to include fish & chip supper. A decision needs to be made on whether to buy in supper or cook on site.

Puppet Show -

Bruce Batting will be organizing and Natalie is hoping to get someone to help

19. Coronation 2023

Discussion took place on whether to put on events for the Coronation in May 2023. Ivan Gosden will talk to Jan Holden about possible events. Ideas mentioned were a street party & TV in the hall showing the Coronation.

20. Remembrance Sunday

Natalie Larner said that refreshments would be provided in the Village Hall after the service at the War Memorial. It was noted that the soldier and flag need to be put up at the Village Hall. Natalie has the wreath and it was agreed that she would place it on the War Memorial at the service. It was agreed to donate £50 for the wreath.

**Action: Soldier & flag to be put up at the Village Hall
£50 to be donated to Poppy Appeal**

21. Christmas Concert

It was noted that all ticket money for the concert will be donated to the Village Hall.

22. EV Charger

Ian Sellars reported that usage was 242kw for October. We need to check what price we are paying for electricity and that SSE are not overcharging.

Action: Price of electricity from SSE to be checked

23. Loddon Valley Link

It was agreed to have a two page spread to advertise the upcoming events as last year. It was agreed to ask Gilly to organize the entry for the February edition in Natalie's absence.

Action: Gilly to be asked to organize the LVL entry for the Village Hall for February

24. Financial Report

Metro accounts hold £40,379.04 & £8,544.98 respectively.

25. Date of Next Meeting

The next monthly meeting will be held on 5th December 2022 at 7.30 pm in the Garden Room at the Village Hall.

An extra meeting will be held on Monday 14th November 2022 at 7.30 pm as mentioned above

Actions

Ivan to arrange for Simmons & Sons to inspect No 2 Cottage

The majority view was that the work to No 1 Cottage roof should go ahead as soon as possible

Derek to arrange for the NatWest bank account to be closed

Parish Council to be asked to take away the safe and letter box

Fete committee to take out annual insurance for the fete

Minutes of Fete Committee meetings to be distributed to Village Hall Trustees

Trustees to meet on Monday 14th November 2022 at 7.30 to draft letters to all suppliers as part of the CIO process

Christmas decorations to be put up on 26th/27th November

Ivan to email owners of the Garage site regarding repair of the fence

Soldier & flag to be put up at the Village Hall

£50 to be donated to Poppy Appeal

Price of electricity from SSE to be checked

Gilly to be asked to organize the LVL entry for the Village Hall for February

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CONFIDENTIAL MINUTES

1. Caretaker Update

Discussion took place on the hours worked/tasks undertaken by the Caretaker.

ACTION: It was agreed that Derek would look at the Caretaker's contract, hours, responsibilities and report back to the Trustees with recommendations for the way forward (including alternative ways of covering the responsibilities involved)

2. Beer Festival

It was noted that the profit from the 2022 Beer Festival was just over £10,000.