

EAST CLANDON VILLAGE HALL COMMITTEE

Minutes of meeting, 5th May 2022

Present: John Herbert (JH) - Chair
 Bug Robertson (BR)
 Barry Kiddell (BK)
 Alexandra Elson (AE)
 Pete Shaw (PS)

1. Minutes of Previous Meeting	Action
<ul style="list-style-type: none"> Minutes of the previous meeting of 3rd February 2022 were approved. 	
2. Equipment Review and Management Task Update	
<ul style="list-style-type: none"> The list of key holders was reviewed and updated. 	
<ul style="list-style-type: none"> In recent years, the Trustees have maintained their position not to increase the hall rates in an effort to encourage more usage of the hall by villagers. In the meantime, several projects have been undertaken to improve the aesthetics of the hall and garden, thereby increasing its attractiveness for hire. However, the Trustees are aware that future government energy management requirements will impose substantial additional cost, and this needs to be budgeted for. The hall's main income comes from hiring charges, and a benchmarking exercise was carried out against local village halls of a comparative size and service to assess whether the hall is competitively priced. The review revealed that our hiring rates are lower than these comparative halls, and the Trustees have therefore decided that it would be reasonable to make some modest increases, while keeping a competitive rate for villagers wishing to hire the hall. This additional income will help the trustees to plan for future upgrades to the building and reduce dependency on grants that tend to be an unreliable source of funds. AE, BR and JH to review the numbers and propose new rates, with a view to introducing them in the Autumn. With reference to a recent challenge regarding the provision of the Charity's assets free of charge, it was agreed that all users must pay the going rate. Any discounts must be agreed by a majority of Trustees and the agreement minuted. To avoid any future misunderstandings a resolution covering this issue is to be prepared and signed by the Trustees. Following the audit of the 21/22 accounts a submission to the Charities Commission will now be prepared 	<p>AE, BR, JH</p> <p>JH</p>
3. Treasurer's Report	
<ul style="list-style-type: none"> At the end of 21/22 Hall income stood at £6,885 (inc grants) with expenditure of £5,806, giving a surplus of £1,079. Reserves stand at £20,957. An online banking facility is being researched to administer hall funds. 	
4. Hall Promotion and Bookings	
<ul style="list-style-type: none"> Bookings remain steady and there have been new enquiries. The hall committee will advertise the classes that take place in the village hall, via the village email and in the Parish magazine. Send a village email to remind/advise villagers that the hall and its equipment are available for hire, once any revised rates are decided. 	<p>BR, JH</p> <p>JH & BR</p>
5. Village Hall 3-Year Plan	

<ul style="list-style-type: none"> The 3-year plan has been updated. 	
6. Projects	
<ul style="list-style-type: none"> The Project List was reviewed and approved The Trustees are grateful for the tremendous response received from the community to support the garden redevelopment. A planning application has been submitted for a new picket fence that will replace the hedge that is dying. A check of the windowsills is required due to wood rot. 	<p>JH, BK, PS</p>
7. AOB <ul style="list-style-type: none"> JH has spoken with St Thomas' Drive representative about improving parking when the village hall is in use. JH will discuss options with the parking focal point in the Parish Council and suggest a trial is conducted to encourage people to park on the side opposite the hall and on the Old Epsom Road. Add Pete Shaw's name to the website. 	<p>JH AE</p>
8. Next meeting: 15 th September 2022	