

East Farndon Village Hall
Committee meeting
Thursday 3rd August 2023
7.45pm

MINUTES

Apologies:

Sam Beesley, Teresa White, Rosie O'Connor, Carly Jeanneret, Paul Jeanneret.

Present:

Paul Hodgetts, Laurel Curtis, Elaine Pepler, John Duke, Jess Oakden, Anthea Bartram, Joanna Shaw

Previous minutes review and agreement:

The May 2023 minutes were read and agreed.

Actions review:

- Muster points: this was not actioned as it was deemed unnecessary after the recent fire safety check by Bryants (see below)
- Safety lighting checks: now that safety lighting has been repaired, JS will continue to perform ongoing lighting checks once all electrical work has been completed by BRM.
- PH has located hall paint and will patch up damaged paint areas in hall.

Finance:

- Treasurer's report: JD is still not able to access the bank account online so difficult to assess the situation. JS will forward to JD the accounts from the end of February to date.
- Council tax rates: The discretionary part of the award was not granted by Daventry, the reasons given being that "*remuneration was paid to anyone within the organisation*" and where "organisations hold reserves in excess of 12 months average pending based upon previous two full years audited accounts". Although the former statement is incorrect, the latter applies to us. We will pay rates at 80% reduction on usual rates due to charitable status (£245.53 for 2023-24) JS to challenge this ruling with WNC. (update : WNC has stated that "*there is no formal right of appeal to the decision not to grant Discretionary Relief as it is a discretionary power of the Council*")
- Grant applications update: We've applied for a grant from WNC for solar, lighting and heating upgrades. PH applied within the deadline. The result is TBC (but likely to be dependent on how much cash we have in the bank already).
- Cleaning charges have increased to £14ph. We decided to keep the hours as last year- 2 hours pw.
- Hire fees clarification subsequent to last minutes, this was readdressed in the meeting and it was agreed the new charges should be: £8ph for residents, £15ph non-residents, £80 per day. (£20 deposit for parties.)

Fabric and facilities:

- Fire extinguishers service errors: JS didn't know about an existing contract with Bryants, so arranged for Harborough Fire and Safety to service the extinguishers. They have therefore been serviced twice this year and payment has been made to both companies- an error which we won't repeat next year! Certificates have been provided by both companies.
- PAT testing has been completed- many thanks to Teresa and Tony for doing this.
- Fire safety lighting check- It was recommended by Harborough Fire and Safety that repairs/new signage + muster point signage and position were to be carried out by end of the month. Bryants did not deem this a necessity, nor did our insurers. We have added more signage as needed, but have not signed a muster point in the car park.
- Electrical Installation Condition Report: this is necessary for our insurance. JS has asked Phil Cooper to carry out an inspection and provide certification by the end of the month.
- The electric piano had been left on and was hot- a notice is needed to remind users to turn it off and unplug after use. PH to organise a laminated sign to this effect.

Events etc:

- **BBQ** plans: 2 Marquees are to be set up one on Friday night, one on Sat after noon. PH to co-ordinate marquees. Tickets at £10 each are selling already. PH's and JS's BBQs to be set up on the day after noon. Raffle prize donations would be welcome.
- **Harvest lunch** 10th September. Social committee meeting on 4th to discuss but same setup as last year. Raffle donations welcome.
- **Film events** (shared with Marston Trussell) are in East Farndon on October 11th, January 10th, March 13th. Film titles TBC, tickets £7, BYOB and own chairs. JS to ask Neil to make flyers and distribute as well as publicise on the website.
- We welcomed a possible participation with the Parish Council in the **D-Day 80 national event**, 6th June 2024. It was decided we should do a tie-in with the annual fish and chip supper as part of a national celebration in March.

Other issues and actions:

- There was a discussion of whether we should hold our AGM on the same night as the Parish Council AGM in order to maximise attendance and cover shared issues. Despite some resistance, we decided to try this on a one-off basis in 2024 to see if it improved attendance, on the condition that it was held in April according to our governing document. We would encourage villagers to attend and raise issues in advance.
- There was a request for more key copies needed for all Trustees who would like them. It was suggested that JS ask PJ if he would be able to pass on his key to a member of the social committee who need it for setting up.
- After a few incidences of lights being left on and water left running, it was suggested that there might be a rota for inspection after hirers have left. To be discussed at the next meeting- to look into cost of fitting timer lights in the toilets and push taps in the toilets (JS to ask BRM)

AOB:

- Part of the deal for receiving free wi-fi from Gigaclear is that we advertise their provision. They have provided a banner for display which we will put on the noticeboard.

Date of next meeting:

Thursday 14th September at 7.45pm