

# MINAL VILLAGE HALL COMMITTEE

## Minutes of the meeting held on 4 February 2021 via Zoom

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### PRESENT:

Rob Bailey, Lynn Scholefield, Jon Napper, Susanna Lamb

**1. APOLOGIES:** Milly Carmichael, Lisa Coomber, Davd Fishlock

**2. MINUTES OF THE LAST MEETING:** The minutes of the meeting held on 3 December 2020 were agreed.

### 3. MATTERS ARISING:

An advert had been placed advertising for a Village Hall Secretary and **Rob** agreed to speak to the three people who may possibly be interested.

**Rob** agreed to place a request in the March newsletter for a vacuum cleaner for the Hall.

Further investigation had shown that the amount of power used by the defibrillator battery was negligible.

The water meter had been located and a meter reading taken. Lynn had attempted to open an online account.

### 4. CORRESPONDENCE:

Rob had successfully applied for various grants from Wiltshire Council on behalf of the Village Hall in order to keep costs covered during the pandemic. A Business Grant Award of approximately £1800 in total had been awarded, as well as a 6-week Local Restrictions Support Grant of £2,001 and a one-off Closed Business Lockdown payment of £4,000. Rob was thanked for his efforts in achieving these grants.

### 5. TREASURER'S REPORT:

Prior to the meeting, Lynn had distributed a Treasurers Report showing details of the main monthly expenses and a comparison of energy usage for the last 10 years which showed interesting figures. The new windows and heating system had greatly reduced heating costs and the Hive control means that heating can be tailored to classes taking place in the Hall. **Lynn** agreed to check with the insurers what the minimum heating level should be. Octopus, the energy suppliers, would be fitting a smart meter on 23 February and this would make meter readings easier to take. Monthly costs are currently running at around £350.

It was agreed that the Hall Master Booking license should be renewed (£160 a year). A COVID tick box had been added to the booking system and guidance would be sent out by the Village Hall Association in due course which would be added to the portal.

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#### **6. CLEANER'S REPORT:**

Pauline was continuing to clean the Hall once a week. The polisher had required a new plug and **Lynn** agreed to add this to the list for the next round of PAT testing.

#### **7. MAINTENANCE:**

No points from David. Jon provided a list of works required such as gutters still leaking, moss to be removed, hedge cutting. *Post meeting note:* Rob and Jon carried out the hedge cutting and disposed of the debris at the recycling centre. They also trimmed the lower branches of the maple tree which were causing a hazard to pedestrians.

#### **8. REPS' COMMUNICATION:**

All had been asked to be aware of the bulbs growing around the Village Hall, on the sports field and in the churchyard when cutting the grass.

#### **9. ANY OTHER BUSINESS:**

Quotes had been received to insulate the roof using spray on foam. **Rob** agreed to see if the Parish Council would give £500 towards this.

Jon had purchased a pointing tool in order to carrying out future pointing jobs. Grateful thanks were expressed to Jon for all the maintenance work he had carried out recently.

It was agreed that once the roof had been insulated, then the acoustics board would be considered.

#### **10. DATE OF THE NEXT MEETING**

The date of the AGM and next meeting were set for 7.00pm on Thursday, 8 April 2021.