

Minutes of the Birdham Village Hall Trustees on Tuesday, January 9th 2018

The meeting commenced at 19:30 hrs

1. Present

Gordon Churchill (GC), Ian Divers (ID), Sandie Divers (SDI), Alan Drew (AD), Marie Geary (MG), Barry Richardson (BR), Fiona Thomas (FT), Mike Thomas (MT), Brian Wheeler (BW).

2. Apologies

Richard Bird and Betty Geary.

3. Minutes of the Meeting on 10th October 2017

The Minutes of the meeting on 10/10/17 were agreed with an amendment to 3 which with Witterings Allotments receiving the money and Brian Wheeler making comment about chairs being too low. Taken as accurate record.

4. Matters arising from Minutes of last meeting

There were no matters arising.

5. Chairman's Report

Ian welcomed all present to the meeting and thanked everyone for their attendance. Items discussed:

- CAF Bank. The correct forms have now been sent by CAF Bank and will be returned shortly; all updated and current records should then be complete.
- Insurance has been confirmed and renewed and covers new for old. The Bowling Club has paid and retains the extra insurance for their Club. Public Liability Insurance certificate has now received and is on display in the hall.
- The sill at back of hall has now been cleaned. Thanks were extended to Tina for this.
- Marie confirmed that the new play equipment allowing children to balance and swing each side has recently had a handle fall off; no-one was hurt. Marie has screwed it back on and tightened it. Barry will feedback as appropriate so that the supplier is informed through the appropriate channels. **Action: Barry.**
- Barry confirmed that all new play equipment should be in place/will be in place imminently; fencing will then be altered and extended around the new equipment.
- The advertisement in the Parish Magazine has been confirmed and payment made and received.
- All information has been updated for the Charities commission; grateful thanks extended to Mike for all of his help with this.
- Membership to AIRS (Action in Rural Sussex) confirmed at the meeting as renewed (£144 for members). Ian to follow up to request further information regarding membership. **Action: Ian**
- Quote received for re-painting areas of the hall with washable paint; this was discussed. Ian to request revised quote for the extremely durable Dulux Diamond Matt paint. Marie noted that Bunnings have an offer to match any local cost and -10%. Ian to pass this information on regarding any revised quote so that this can be followed up to check if this will match trade discount prices previously quoted. **Action: Ian**
- Chubb have been back to the Village Hall to update equipment etc. Replacement paperwork outstanding; Ian will follow up. **Action Ian.**

- Lottery licence for the Village Hall has been obtained and paid for to the District Council. This continues to cover raffles, games of chance etc.
- Tina informed Ian on 11/1/18 that the electric light was permanently on in the disabled toilet. Ian contacted an electrician and met with him at BVH; this has now been repaired and an invoice of £27 submitted with the switch now replaced, tested and safety circuit checked.
- Marie subsequently mentioned at the meeting that lights over the bar are blowing. Ian to follow up and liaise with Marie. **Action: Ian/Marie**

6. Treasurer's Report

Fiona updated as follows:

Status:

- Standard account: £12,778.72; some monies still to come out.
- Gold account: £5091.48
- Scottish widows - £15,000. Hold on to £5k transfer to cover current bills outstanding.

7. Secretary's Report

Sandie updated that a request for another Youth Group at BVH had been made; this will be discussed under Any Other Business.

Emails continue to be received regularly from the Parliament website. A recent survey on Loneliness was sent which would have been distributed to all for feedback. Unfortunately, the email was sent and received one afternoon with feedback required the next morning so limited feedback could be organised. Any further useful information will be disseminated to all if/when received.

8. Birdham Parish Council

- Playground equipment and fencing discussed under Chairman's report above.
- Barry confirmed CDC has a litter strategy where dog waste can now be placed in any litter bin and this is legal. Extra bins in strategic places may be considered if feedback is received. Feedback to the council could be made at the Parish Council Meeting on Monday, 15/1/18.
- Barry confirmed that BPC Newsletters have been distributed (December 2017) and responses from questions and requested feedback in the Newsletter will enable Birdham residents' feedback to be discussed at the next Parish Council Meeting on Monday, 15th January 2018 at 7pm in the Village Hall.
- Updated that the Parish Clerk is arranging for a tree surgeon to look at trees and identify which are the councils' responsibility.
- Confirmed that water mains work by contractors are being upgraded and culvert work being completed over the next few months in Birdham. There may be some disruption over the next few months while these essential and important upgrades take place.
- Ian mentioned that a fence in the car park has been broken where a car may have backed into it and will now need repair. Noted that other areas of fencing in and around the Village Hall and field are damaged.

9. Any Other Business

- Trustees extended all Best Wishes to Betty Geary and thanks for her continued help with bookings and opening for BVH. Thanks extended to Marie and Tina for helping opening up the hall over the last couple of weeks.
- Email request received from a contact near Petersfield requesting whether it would be possible to run a Youth Club at Birdham Village Hall. Noted that a Youth Club currently runs at the Village Hall. Sandie to make contact and invite her to a meeting/the next meeting to outline plans and for a presentation of ideas for any Youth Club and a Q & A session. Confirmed that West Wittering Youth Club will be opening in approximately 6 months and will be large with extensive facilities etc. **Action: SDI**
- Noted that Village Halls continue to have challenges with parties that are booked and that leave damage to the halls. Discussion of whether to request larger, refundable deposits for parties will be discussed at the Trustees meeting in April. BVH does not currently allow bookings for 18th to 21st birthday parties.
- Noted that broken glass occasionally appears in the play area. All to remain vigilant.
- Agreed to consider future options for the Village Hall (and viability), including requirements for the village and those living and visiting it. Catchment area, size and usage to be considered. All Trustees to consider with local residents etc. what how they may wish to see the hall utilised, including volunteers and how they could help support. To be discussed at the next meeting on Tuesday, April 10th at 19:30hrs.
- Contact to be made with Church representatives by Alan to work with them to ensure no conflicts of interest. **Action: Alan**
- Barry inquired about flooding in BVH car park. Mike confirmed that the area accesses a soakaway and would need to be dug into to access the mains. **Action: Marie/Ian**
- Noted that any pot holes or similar that may appear in the car park are BVH responsibility.
- Website to be updated to note annual increase in BVH charges – exact increase will be ratified at the AGM on 10/4/18. **Action: Ian**
- Marie confirmed that recent weekend hall bookings have been made and other bookings on the same dates have been refused. Original hirers' have then not turned up. Agreed that a higher, non-refundable deposit will be noted on the website, form and will be made in such future bookings. **Action: Ian/Betty**
- Hire increases for BVH were discussed and a final decision on any increases will be ratified at the next meeting.
- AGM will be held at 19:00hrs on Tuesday, 10th April 2018 and to be advertised on the website, in the hall and Notice Board. Mike to email Ian of 2017 AGM information. **Action: Mike/Ian**

10. Date of Next Meeting

The meeting closed at **20:50 hrs**. The next meeting will be held on Tuesday, 10th April 2018 at 19:30hrs and will be preceded by the AGM on 10th April 2018 at 19:00hrs.