

Minutes of Pudleston Village Hall Management Committee

Date : 16.5.22

Present : Roger Fryer, Linda Fryer, Keith Arrowsmith, Sarah Arrowsmith, Len Vidler , Jane Bass, Vicky Connop, Roger & Judy Thompson, Janet Village, Robin and Helen Clarke

Apologies: Rachel Bailey

Minutes of last meeting

Minutes were agreed and Signed by Chair Keith Arrowsmith

Agenda		Actions
Chair's report	<p>Linda attended the Parish Council meeting on 11.5.22. Pudleston has a new councillor Dawn Waterman from Whyte Lane. Herefordshire Support Grant has been cut – In 2011 it was £60million, in 2021/22 it was £0.6million! 75% goes on social care. You can see how our MPs vote on the 'They work for you' website. A question was raised about the services provided for our Council Tax, noting all we get is refuse collection. In particular, refuse collection from Golderfield and the prohibiting of glass in the recycling bags. Residents must take glass to the tip. This will be investigated.</p> <p>We are still waiting for our village hall sign. Linda fed back to the PC that:</p> <ul style="list-style-type: none"><li>- the Hall had raised £2130 for the Ukraine Appeal</li><li>- a grant had been obtained to improve disabled access</li><li>- the cost of running the hall had increased and we now need £4,500 annually, and to raise this we need more hirers, more events and more support</li></ul> <p>Linda is concerned that we need to future proof PVH as a priority:</p> <ul style="list-style-type: none"><li>- many of us have reached or passed the age of 70 and members have said to her that they are tired at the end of an event and cannot go on forever.</li><li>- as Trustees we work hard to put on events, promote the Hall and maintain it as a fabulous space. However, the local support is often disappointing.</li></ul>	<p>What can we do?</p> <p>Discussion will follow next meeting. Bring thoughts and ideas! Agenda Item.</p>

Treasurers report

- If we don't get more supporters, Trustees and community engagement there may come a time when the Hall would have to be mothballed. This would be a very sad day for the community.

See Keith's spreadsheet attached.

Overall surplus of £9202 leaving bank balance of £20512, totally due to grants of £20667. Without grants and excluding project expenditure, on floor, there would have been a deficit of £1791 (see second sheet) .

Revenue

Hall hire - £300 from committee bookings for parties etc, £200 election, £90 Natural England, £80 Hatfield PC

Events – Flicks – 1 film out of 5 (Nomad) made a profit on the door.

Other – concerts – Remi £346 profit, Grey Wolf £195, talk "Air Amb" £200

Grants - £10667 COVID, £10000 Awards for All

Expenditure

Maintenance - £184 gas leak, £261 electric survey, £349 mower service – won't do again.

Admin - £321 bar licence renewal, £136 Comm First, £263 website/domain

Projects - £9674 floor – previously spent £1000 on plastic wood floor.

**April & half May 2022** Bank balance £21,197

income		expenditure
Quiz and Curry - profit	£400	90 on utilities
West Side Story bar.	£100	£200 bar
		Received £250 United Utilities grant

Forecast 2022/23

Prudent forecast shows PVH deficit £1750 in 2022/23 with 6 films and 5 other events – clearly this may increase.

Building developments incl. risk assessment priorities

Significant costs increases on 2021/22 – with cleaning and mowing costing £900, but lower admin (no licence renewal). Maintenance still high with more to spend on electric upgrades and misc health/safety improvements.  
Electric stays the same as I put in place a 3 year contract with an oil company that wouldn't go bust in July 2021. From 2024 electric costs could treble to £2500  
Excludes major works on disabled access and new fire doors etc

Linda, Keith, Len and Jane met to discuss issues arising from the Health and Safety Report and building works.

Keith has obtained a grant of £10000 for improving access to the hall and safety.

Jane considered the following to be the priorities:

- Move the bookstore to provide an acceptable means of escape through the side fire exit
- Fit proper fire doors to limit spread of fire
- Replace the fuse board cupboard in the porch with a fireproof cupboard
- Carry out PAT testing every 2 years (not the existing 5)
- Fit new door and ramp to the rear exit

The meeting came to the conclusion that the best value for money and the way to meet the RA priorities was to abandon the ramp development at the front and to make the "book store" exit fit for purpose. The work on the back exit is essential and the electrics must be placed in a fire- proof cabinet. This proposal was then put to the meeting for discussion.

Len has obtained the following itemised quotes for work to improve disabled access:  
Figures include VAT.

Quote 1 Repositioned bookstore £2664

Quote 2 handrails to side door £504

Quote 3 Metal electrics cabinet £2340

Quote 4 New kitchen fire door £1416

Quote 5 New corridor fire door £1416

Quote 6 Green room fire door £1416

Quote 7 Rear hall fire door £1704

Quote 8 New rear door/ramp £6360

These works could start immediately

Sarah queried whether we should have smoke detectors.

Judy queried if the door frames would need to be replaced and Jane said they would.

<p>Maintenance report</p> <p>Event planning</p> <p>Date of Next meeting</p>	<p>Although Des did not want the entire job, Keith has contacted Des re: moving the book store, as he felt the quote was too expensive. A quote hasn't yet been provided. Des would not charge VAT and therefore probably be cheaper but may not be able to complete the work until the Autumn.</p> <p>A full and frank discussion followed, to which everyone contributed, as to what were the immediate priorities and which work could be done using the grant money available at present. Concern was expressed that the main priority of the RA was the re positioning of the book store and should this be delayed? Some felt that it was reasonable to seek a second quote and delay this work for a limited period, for financial prudence. Finally, it was agreed to take a quote from Des and an assurance that work would be completed by the end of September. Len remained very unhappy with the majority decision.</p> <p><b>It was agreed to accept Quotes 3, 6 and 8 and that work should start immediately.</b> (The £10000 grant would cover this work) from the Peter Goodson quotation.</p> <p>In any event Helen said the books should be moved before the wedding booked for July. Linda said it would be important to complete work by the autumn so that it didn't interfere with any autumn events.</p> <p>Vicki said her company could provide the concrete for the shed base and the rear ramp. Keith said we could take the shelves down and put them up again. The committee were most grateful for the Connop sponsorship and will acknowledge this in the building.</p> <p>Linda said that the PVH notice boards in the village needed attention – almost impossible to get drawing pins in.</p> <p><b>Survey feedback</b> Linda said 6 forms had been completed. Popular events were Quiz and Curry nights, supper talks, films Suggested films for the future were Belfast, James Bond type films, something 'light hearted'. (Committee members added King Richard(Williams sisters) and Duke.) Daytime classes.</p> <p><b>Summer events</b> 15<sup>th</sup> July Pub night with BBQ. Music by Angus, George and Forbes (Cost £200) Tickets/entry £10 Flower festival at the church – to use the carpark</p> <p><b>Autumn events</b></p>	<p>Keith to contact Des to request a quote within a week and an assurance that the work would be done by the end of September</p> <p>Len to get Peter Goodson to start work ASAP.</p> <p>Len to contact Peter to revise Quote1 accordingly</p> <p>Len to look at suitable films for the future and check best price for licences.</p> <p>Agenda item for next meeting</p> <p>Linda to talk to Rachel Linda to get a date(s) from Andy</p>
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11<sup>th</sup> November

Kim Cypher (cost £600)

Tickets £15

Possible events: Supper talk by a Fire Officer and a Quiz and Curry

Monday 20.7.22 @7pm.


