

Haslingfield Village Hall & Pavilion
Wednesday 15 January 2020 at 7.30 pm
Minutes of the Meeting

Present: Ron van der Hoorn (Chairman)(RH), Tony Adcock (Treasurer) (TA), Robert Judge (RJ), Chris Delves (CD), Clive Blower (CB), Alan Stevens (AS) & Jacqui Cressey (Secretary) (JC).

1. Apologies were received from: Terry Baker (TB)

2. Minutes of Meeting on Wednesday 23 October 2020:

- The Minutes were approved. Proposed TA, seconded CB.

3. Matters Arising:

- VH Wi-Fi parental controls still need to be activated. TA will pass details of the password to RH and CB for action. **Action CB, RH**
- RH reported that the temporary cleaner had now given her notice in advance of a new cleaner taking on the role, however this person is not now taking up the position of VH cleaner meaning the VH is without a cleaner at present. RH will contact the previous cleaner for temporary assistance again and advertise the vacant position. **Action RH**
- **TA** proposed the following charges for the new Conference Room Hire breaking up the day in to three hire sessions of four hours each:
 - £15 per session (4 hours) - Haslingfield residents
 - £17 per session (4 hours) – Non village residentsIt was confirmed that access to the Conference Room will be via the staircase through the new kitchen

4. Grounds Maintenance

- CD confirmed the annual verti-drain of the recreation ground had been completed in early January and a discussion followed regarding setting a budget for this work and other essential annual ground works where the Parish Council funds capital purchases and maintenance of the grounds and the Village Hall funds the day to costs of the facility. A programme for the essential works was agreed as follows:
 - **Verti-Drain – Winter months**
 - **Weedkill – April/May**
 - **Overseeding – September**A quote for this work will be requested from the current ground works contractor. **Action CD**
A discussion about the storage and in frequent use of the recreation ground tractor followed and it was agreed by all to obtain a valuation with a view to selling or gifting the tractor whilst it still had some value. **Action RH**

5. Building Maintenance

- TA reported that the Village Hall is currently closed to users until 24 January to allow the installation of a steel column to support the roof structure. The kitchen will be out of use from 3 February until 5 June and during this time minimal facilities (fridge and kettle) will be available. **On Sunday 2 February the kitchen will need to be cleared out ready for Monday when work will begin on the refurbishment. Users please note that if you have anything of value in the cupboards please REMOVE it by this date or it may be disposed of.**

6. Bookings

Haslingfield Little Theatre has cancelled their May production as the Village Hall is out of use for extension works. It was therefore noted that bookings income for the VH will be considerably lower in 2020.

7. Finance

TA presented November and December 2019 figures for the VH as follows

Haslingfield Parish Council - Village Hall Committee Expenditure November and December 2019

28/10/2019	Eon - electricity	43.31
28/10/2019	Veolia - waste	162.71
15/11/2019	Parish Council - legacy	2,000.00
20/11/2019	Dana Giuvelca - cleaning	132.00
28/11/2019	Veolia - waste	154.62
02/12/2019	Eon - gas	224.20
02/11/2019	Eon - electricity	132.13
17/12/2019	Dana Giuvelca - cleaning	242.00
30/12/2019	Veolia - waste	123.70
31/12/2019	Lesley Prieto-Curtis - refund	40.00
31/12/2019	Church and Village - advert	48.00
31/12/2019	HLT - refund of over payment	272.50
31/12/2019	Alan Stevens - expenses	63.84
	Total	3,639.01

8. AOB

Village Hall Fire exit door being used for temporary entrance/exit – A villager had raised concerns with the Parish Council that the concrete step up to the door was difficult to see when dark and by visually impaired persons and has asked if something could be done to make it more visible. it was suggested that a white painted line on the edge of the step would solve the problem temporarily and all were in agreement with this. **Action AS**

9. Date of the meetings for 2020 confirmed as:

- o Wednesday 8 April at 7.30 pm
- o Wednesday 8 July 2020 at 7.30pm
- o Wednesday 7 October 2020 at 7.30pm

Jacqui Cressey
Secretary
28/01/2020