

SHALFORD VILLAGE HALL MANAGEMENT COMMITTEE MINUTES OF MEETING HELD 10th April 2019

Present: Colin Golding (Chairman), Linda Golding (Secretary), Jane Mills (Treasurer), Nicola Walton (Booking Clerk), Andrew Hull (Vice Chairman) Diana Hulkes, Duggie Turner, Ian Butcher.

The Chairman opened the meeting:

1) APOLOGIES FOR ABSENCE

Rob Short, David Eversden

2) MINUTES & TRUSTEE FORMS

All Committee members present completed their Trustee forms for the coming year. Exceptions were David Eversden and Rob Short who were not in attendance.

Minutes of the meeting held on the 13TH March 2019 were agreed and signed by the Chairman.

3 CORRESPONDENCE

- Notification had been received regarding St Andrews Church 600th anniversary celebrations which would take place on the 8/9th June. Members felt the Committee should offer help for the event. There had been a request to use the hall tables which was agreed but the hall was out for hire. Nicola was going to check if the hirer required all our tables or whether the History Society ones could be used for this, leaving ours free for the church event. Andrew offered to deliver and collect them if necessary.
- A request for the Bardfield Bus to use the hall car park whilst road works took place was agreed. The bus company will be asked to park responsibly.
- The Parish Council had asked on behalf of Stansted Airport if we would like some Silver Birch Trees for the hall field which were on offer free. This was declined.

4 TREASURERS REPORT

The Treasurer reported £8000 had been received from the Parish Council towards the upkeep of the hall.

The Balance at the bank is £45.733.28

The month showed a large income over expenditure as a result of the grant from the Parish Council.

The Chairman congratulated the Treasurer on her end of year accounts.

Payment Code No.	Date Invoice received	Received from	ITEM	AMOUNT	TOTAL
		D Landscapes	Grass cutting	£132.00	
		Colin Golding	Caretaker leaving present	£25.50	
		Wrights		£216.00	

5) BOOKING CLERK REPORT

The Booking Clerk reported everything was going well with bookings.

The hall had been booked for the Local Elections and also the European Elections if they were to take place. (Hirers had been advised)

Cricket Club had agreed increase in their cricket pitch hire for the year to £110 and they have been asked to produce copy of their public liability insurance.

New Hire fees for hall were agreed as below

Village Residents:

Weekdays before 6 pm £12.50 per hour

Weekdays after 6pm £14.00 per hour

Weekends £17.50 per hour

Non Residents:

Weekdays before 6 pm £14.50 per hour

Weekdays after 6 pm £17.50 per hour

Weekends £23.00 per hour

Weddings From £200

New Years Eve £175

Field Hire by separate negotiation with Booking Clerk

A deposit of £150 which will be banked and returned after hall has been checked for damage will be required with completed Booking Form.

6) ROOF PROJECT

Date for the awaited visit by Jessica Leonard from National Lottery Community Fund Reaching Communities Grant has been set for the 16th May 2019. Colin and Andrew to meet her at the hall.

7) PLAYGROUND REFURBISHMENT

Playdale had been to look at the playground but no quote to date.

8) FACILITIES MAINTENANCE

- New Caretaker had been appointed to replace Paul Edwards at the hall. This is Barbara Keen a local resident. She is also covering the Parish Council work Paul Edwards undertook.
- Screens and straps to be purchased for cricket – Duggie to action
- Action Morning agreed for Saturday 27th April. Meet the hall at 10am
- A discussion took place about an additional storage area at the bottom of the field.
- The condition of the paintwork at the back of the hall was also discussed as this is becoming very tatty. Possible interim paint before work on roof commences was talked about.

9) AGM

Disappointing turnout by residents.

ANY OTHER BUSINESS

None

DATE OF NEXT MEETING

The next meeting will be on the 8th May 2019 at 7.30

Meeting close 9.00pm

Signed.....

Date.....