**Hale Village Hall Council of Management**

**Minutes of meeting held on 12th March 2024 at 7.30pm**

 **Present**

Jacqui Hartas (Chair)

 Marjaana Batterbury (Hall Manager)

 Richard Barlow (Cricket Club)

 David Keniston (Village Representative)

 Gary Adams (Treasurer)

 Gary Kyle (Parish Council)

 Debbie Vine (Village Representative)

 Sue Adams (Village Representative)

**Apologies**

David Mussell (Horticultural Society)

 Sarah Pook (Village Representative)

James Stewart (Village Representative)

1. **General Introduction**
2. Apologies for absence had been received from the above.
3. There were no declarations of interest.
4. The Minutes of the last meeting held on the 9th January had been approved via e mail to allow for a proposed financial transaction with Metro Bank.
5. **Chair’s report**
6. There was no general report
7. Village Halls Week – week commencing 18th March 2024. Support information had been received in the form of bunting and some posters but were disappointing in that they did not promote what it was aimed at i.e. “going green” so it was felt there was little point in advertising it. Jacqui will have a table at the Annual Parish Meeting on the 30th April 2024 promoting the magazine. David K was asked if he would be prepared to put together a presentation showing what works have been undertaken to the Village Hall, and what it has to offer for display at the Annual Parish Assembly. David to give this some thought.
8. Protect Duty/ Martyn’s Law – Jacqui reported that she had attended two online meetings, one with ACRE and one with the Home Office both offering different opinions, but as the narrative may change and may not happen for the next couple of years no action was required at this time.
9. Events Committee Update – At their recent meeting it was proposed to hold a Halloween themed party on the 1st November 2024 (31st October is a weekday so may present a problem), a Wreath Making afternoon run by Sarah on the 30th November 2024, and a talk given by Peter Roberts on Hale (date tbc). They are also looking at the possibility of a live act for early in 2025.
10. Premises Licence – Needs to be advertised so will go in the Parish Magazine. Amended times for Saturday and Sunday use, 12-23hrs and 12-22hrs respectively as the garden area may have more use now it is established.
11. **Treasurer’s Report**
12. Gary presented the financial report as at the 29th February 2024. Income to date £7,694 which includes invoice payments due at this time of the year from the school and Hale Parish Council. Expenditure stands at £15,687, £13,436.40 of which is attributable to work on the new downstairs toilet. Cash in the bank and in hand (excl the Magazine) is £65,474. Gary felt it would be prudent to look at an interim review of the reserves at the next meeting.
13. At the meeting on the 9th January 2024 it had been agreed that £25,000 would be transferred to a 1 year Fixed Rate Account with Metro Bank , however the rate of 5.6% had subsequently been withdrawn. In view of the urgency to secure alternative more attractive rates the Trustees agreed via e mail that £15,000 should remain in a Lloyds instant access account, £20,000 should be invested in a Lloyds Fixed term Account (which expires on the 17th July 2024 coinciding with the commencement of work on the insulation for the hall for which the funds will be required). £25,000 invested with Cambridge Building Society. This decision was ratified by the Trustees.
14. **Secretary’s Report**
15. There was no report.
16. **Hall Manager’s Report**
17. Marjaana reported that Sally had dropped one class of Tai Chi. There had been an issue with the heating in one of the other classes, probably down to the builders working on the downstairs toilet, which had resulted in a delay in the class starting as the room was very cold so it had been agreed that there would be no hire charge for this class. There was a request for further helpers at the Table Tennis evening to help take fees and run the bar. David K thought he would be able to assist. Jacqui also suggested David Mussell might be willing to step in.
18. **Hall Improvement Updates**
19. Roof Insulation - £26,160 worth of grants. The work is due to commence on the 25th July 2024 for a two week period. A condition of one of the grants is that an Open Day is held inviting the press and any local dignitaries. The suggested date is the 30th August 2024. Date stamped photographs of the progress of the work is also required.
20. Toilet downstairs – completed.
21. Garden canopy, lighting and handrail – Lighting and handrail complete, application for canopy supported by Hale Parish Council, awaiting NPA approval.
22. Shower Room Floor and Walls – new piping flooring and shower detail scheduled for the end of the cricket season.
23. Carpet landing and hallway – Jacqui to obtain a quote for replacement carpet which will be in a similar colour to the stair carpet.
24. **Magazine Update**

Jacqui summarised the following.

CARRIED FORWARD

FROM 2023 £4,234.80

INCOME 2024

Advertising 2024 £ 405.00

Donations £ 240.00

Gift Aid Rebate £ 164.99

 £ 809.99

EXPENDITURE 2023

Printing £ 786.00 56 pages x 2

Envelopes £ 222.18

 £ 1,008.18

BALANCE £4,036.61

4 x mid-year advertising renewals will add £295

5% increase on printing confirmed expected cost for 2024 = £4,330

Still breaking even.

1. **Emergency Resilience Plan**

Gary Kyle outlined Hale Parish Council’s development of the above in the face of unexpected emergencies or disasters with use of the Village Hall as a centre. It is possible that SSE would offer use of a generator and Jacqui confirmed that there was a suitable area to site one if this was the case. A request for villager involvement had been placed in this month’s magazine by Hale Parish Council.

1. **Any Other Business**

A bat box had been put up in the Hall Garden and photos put on the Facebook page by David K. Jacqui thanked David and Jane for their continued work on the garden. There were no further reports.

**Meeting closed at 8.05 pm**

**Date of Next Meeting – Tuesday 14th May 2024 (tbc)**