

## **Buckland Brewer Village Hall Committee**

Minutes of the meeting held on 10 January 2017

Present: Trevor Mills(Chair), Alex Dziurzynski, David Watson, Steve Harding, Kevin Lobb, Dawn Dziurzynski, Barbara Babb, Sally Nicholls, Shirley Tilley, Roger Walter, Tom Lloyd, Marie Douglas.

1. Apologies: George Tilley, Richard Watson.
2. Minutes of the last meeting

The minutes of the meeting held on 23 November 2016 were agreed as a correct record.

3. Matters arising not otherwise on the agenda:

None.

4. Correspondence:

None.

5. Treasurer's Report:

The Treasurer had provided a verbal update on the financial position. We need to have the electric circuits tested and appliances PAT tested to comply with our insurance requirements and these have been put in hand. On the new village hall account we have paid Gates fees and paid Pearce for the fifth contract payment of £55,204.15. We have received all of the money from the Treasury account. The Xmas market made over £800, and the committee thanked Dawn for all of her hard work in running the event.

Current balances stand at £18,865.30 for the village hall and £235,855.36 for the New Village Hall Fund.

6. New Community Hall:

Pearce urgently require certain decisions to be made. Samples of flooring were provided and after discussion the following were agreed;

Main hall – Gerflor Natural Wood

Entrance mat – Diamond Red

Kitchen – Walkway Whale

Toilets – Aquarius Sea Snail

Following discussions with cooker suppliers, they recommended that we should install an electric cooker. This would avoid annual certificates and the ventilation requirements for gas cookers. Steve reported that Pearce have confirmed that the necessary three phase supply is available, but was asked to check with the Kw loading so that we selected an appropriate cooker. Dawn and Barbara are to investigate suitable cooker hoods.

Discussions have been held with the auctioneers regarding the disposal of the old hall. A date of 10 March has been set for the auction. It was confirmed that a reserve price would be set. Members of the committee were reminded that they and their close relatives could not bid to acquire the hall. It was proposed by Barbara and seconded by Roger that Steve and Kevin be authorised to sign the legal paperwork. It was suggested that we could make an event of the sale and Steve will contact the Auctioneer regarding this.

Chairman's Initials .....

When the old hall is sold we will lose the notice boards. The church and chapel are looking at erecting a notice board in a prominent position and have asked if the village hall would share the cost so that they could use it. It was agreed to contribute a one third share which is approximately £90.

The opening of the new hall was raised. It was pointed out that we need to check if building regulations or planning sign-off is required before we can formally use the hall. A key handing over publicity event was suggested and a Grand Opening event held on 29 April, when users would be able to showcase what they were about.

The fencing of the site is required by the transfer agreement. Pearce have provided information on two options. Dawn agreed to ascertain what the school saw as the standard it needed and Trevor said that he would raise the issue with the parish council regarding a their requirement and funding contribution.

The new hall will still require kitting out. Items such as shelving, noticeboards a dishwasher, tables and chairs, window blinds, crockery and cutlery were discussed. There will be the proceeds of the sale of the old hall and Cllr. Hicks has some of his grant money left, which he wishes to be used by the new hall. Trevor will investigate the cost of these items and what discount might be available for a large order.

The future of the cleaning arrangements was raised. Steve was asked to find out what the regime for cleaning the new flooring would be. Dawn will enquire as to the going rate for cleaners. It was thought that we need to look at the terms for hall use and that users are responsible for leaving the hall in the state that they would expect to find it.

7. Any other business:

A benefactor has offered to provide an additional defibrillator to be sited on the village hall. The committee were agreed in principle, but have requested clarification on ownership, liability and management arrangements.

8. Date of next meeting: Tuesday 24 January 2017.

The meeting closed at 9.53 p.m.

Signed..... Date.....