# Minutes of the Ordinary Meeting of the Pulford Village Hall Management Committee held on Tuesday October 18th 2022 at 7.30 pm

Those present
David Ewins (DE) Chairman, Peter Gosmore ( PG) Treasurer , Jan West (JW) Secretary, Richard Cole (RC) Past Chairman, James Harvey (JH) Bridge, Kate Fairhurst (KF) Village Hall Committee, Bells , Darts , Scilla Green (CG) Bridge

Apologies
Jenny Nethercott ( History, Art ) Mike Nethercott ( Core Village Hall Committee, History , Art ) Chris Brown ( Art )

DE opened the meeting and the minutes of the Annual General Meeting on 26/4/22 were agreed. DE mentioned that these minutes are uploaded onto the Parish Council website (on the Village Hall page).

Matters Arising
From the minutes of the last meeting there was a discussion about the store cupboard on the stage, which is now locked due to the expensive PA system being stored within . The key is located in the key safe box in the main hall near the sound system cabinet. The Art easels are also securely locked away. DE had sent Diana Thompson ( Niece of the late Lady Edna Wilson ) a letter and pictures of the Lady Edna room and she had sent letter which DE showed everyone where she said how pleased she was with room and thanked everyone involved.

Funding for Toilet Refurbishment
DE documented since covid how much work has been done in house but as the updating of the toilets was too big a project he contacted 6/7 companies and received only 2 quotes back. Richard Edwards (RE) quote was for 18K and Richard Barlow's quote was 25K. A site visit with RE and an electrician was done last week, we are still awaiting the electricians quote but expect the whole project to cost about 20K . The refurbishments are to all three toilets which include new toilets and sink units, removing the polystyrene ceiling tiles, lowering the ceilings, new spotlights, installing a radiator in the ladies toilet , hot water, electric hand dryers and putting baby changing facilities in the disabled toilet. The Parish Council (PC) have agreed to initially pay the bill including the VAT as they can claim this back for us. DE thanked the PC clerk Barry Evans (BE) for all his hard work to make this possible.

DE explained that we will be using the Cheshire West and Chester Council (CWAC) recommended Spacehive crowd funding platform, which is aimed at improving local civic and community spaces. Initially we will be asking for donations from as little as £2 from local residents, village hall user groups etc. Then we will contact local businesses , including those who have done work on the Village hall recently. Posters are already on village notice boards and JW suggested putting up notices in the existing toilets . Donations can be made online to the Spacehive website via a stripe account. DE explained this is an all or nothing enterprise and if the project did not go ahead all donations are fully refundable. CG pointed out that not all people

would be confident in donating online , DE said cash donations could be given to DE and PG who could transfer these funds online, it was agreed for transparency that a spreadsheet would be produced for all cash donations . **What is most important is the number of actual pledges and likes on the Spacehive site rather than the value of the donation.** The project has already got £6K set aside form the Community Infrastructure Levy from local building developments. Furthermore, CWAC will pay up to 75% of the costs ,basically **the more pledges we get will determine the percentage CWAC will pay.** If we exceed our target the extra will be used to buy much needed new chairs.

DE and PG spoke about why we should not use the Village Hall contingency fund and mentioned the increased fuel bills, insurance and music licences which are very costly. If the work was to proceed it would likely be in May or June , and will be done sequentially so the Village Hall could stay open. Everyone thanked DE and PG for all their work and time they have given to this project.

Treasurer's update

PG updates the accounts daily, copies of these were shown. We have a balance of £23,519 with £17,979 of this in a Virgin Saver Account , £5,531.19 in current account and £9 in a deposit account. PG and JW will be doing the Annual Return for the Charity Commission next week. PG informed that we are now paying the Broadband cost in full whereas previously the PC have paid 50% of the cost. PG thanked BE for updating the PC website with up to date photos of the VH. The calendar of clubs is now on the main hall notice board to promote classes. It was suggested Des's leave should be noted on the calendar. It was agreed by all that Des is invaluable and that he would be paid for 2 weeks annual leave . PG was thanked by everyone for all his time and effort it was very much appreciated.

Review of hire charges

These were increased earlier in the year and PG noted that we were making a small amount of money. New groups are given a gentle start (50% reduction) to allow them to build up numbers.

Warm Space

It was commented that in the current austere climate people will struggle. There is an initiative by Cheshire County to open up and provide warm environments such as libraries. However, these need to be funded and supervised. PG explained that hall user groups have different heating needs and that sometimes the heating was increased for certain groups, depending on the degree of physical activity. CG commented that sensibly people were keeping warm by additional clothing layers but asked if a curtain by the outside door could be reinstated as to keep the heat in. This was agreed by all.

Safeguarding

DE and RC spoke about the entertainment licence and safeguarding. PG will amend the current booking form so we have details of the responsible adult , who as a condition of the booking must be present throughout the whole time of booking .

Fire Safety Checks

These are due as they have not been done in the last 2 years. Estimated costs will be in the region of £70 to £80

DE thanked everyone and closed the meeting at 8.35 pm The next meeting is the AGM and General Meeting on 25/4/23 in the Lady Edna Room at 7.30pm