

## Minutes of the Committee meeting held on February 28<sup>th</sup> 2024

### 1. Welcome

The Chairman Welcomed all those present and thanked them for coming.

### 2. Present

Iris Chown (President) Jan King (Chair), Margaret Gover (Secretary)  
Liz Sweeting ( Treasurer) Linda Deely (Booking |Co-ordinator) Barbara  
Williams, Gaynor Underhill, Martin Peat, Douglas Jones

### 3. Apologies Peter Brown

### 4. Minutes of the Last Meeting.

It was pointed out that this was an informal meeting. The minutes were agreed as a true record and signed by the Chairman

### 5. Matters arising not covered elsewhere in the minutes

None

### 6. Chairmans Report

Jan reported that she had contacted Total Floor Care with regard to the maintenance of the floor in the main hall. The work required will cost £3,900. Some members of the committee thought this was rather excessive. However it was explained that it was not just resurfacing that was required but repairs for which some areas of the floor would need lifting after which the lines would be reinstated and the floor polished. After some discussion it was agreed that the work should be carried out. This will take place during August when the hall would be closed.

Andrew Williams, Parish Clerk and RFO has agreed to take on management of the Village Hall Website. It requires updating, the Hallmaster system which is linked to the Website is problematic in several ways and needs to be more user friendly. A date to be fixed when the Offices can meet with Andrew. Subsequently 15<sup>th</sup> March has been arranged. Andrew will charge £20 per hour for his work.

### 7. Treasurers Report

Liz reported that the funds were healthy. There were unpaid invoices amounting to £6523.50. April 2022 -present. Many of these, especially the smaller amounts, were individual bookings. The mechanism for hirers paying and receiving the entrance Keycode was explored but there was no definitive solution to this problem. The larger outstanding amounts were from Somerset Council who historically take time to pay.

CAF Bank have recently updated their Terms and Conditions, but this will not have an impact on us.

Total in Accounts	Treasurers Account	£7007.22
	Reserves Account	£20,278.64
	Projects Account	£27,574.34

A 5% transfer from the Treasurers account will be transferred to the Reserves account as per a standing agreement

## 8. Booking Coordinators Report

Lin reported that bookings were coming in at a good rate up to 15 per week, mainly for parties and weekend events.

There have been some changes for the regular clubs. The Dog Training club who have used the hall for some while have experienced a drop in numbers and are therefore no longer finding their meeting sustainable so they have cancelled. The Short Mat Bowls Club are moving back to Wednesday evening leaving Friday free which will allow the hall to be set up on Friday night for the Markets.

There is a new Yoga Club starting and Cricket for the Physically challenged.

The Taunton Friendship Club want a copy of the Terms and Conditions of our hiring agreement. There is a copy on the website which we will ask Andrew to copy this for us.

## 9. Charity Commission

The Charity commission requires an update of details of our operations. This had proved difficult as the Charity Commission has changed its website and is now associated with .gov.uk. Jan has spent many hours trying to do this but it has been complicated as there is no phone contact. Margaret and Jan will meet and try to sort this out as soon as possible as the documents are now very overdue.

## 10. Carey Grove

Peter Brown has been dealing with the possibility of acquiring the plot of land at the back of the hall for some time. As the Somerset Council now needs to consolidate its assets it may be amenable to an agreement for The Village Hall to finally take ownership of it. The plan is to use it as an asset for the hall to be able to offer it as an outside space for events.

An associate of Peter, James Stubbs, who has knowledge of the Council has agreed to join the committee whilst the negotiations continue. There has been a

suggestion that the village hall lease the land for a peppercorn rent for a period not yet decided. The existing Play equipment will be sold, a buyer has been identified.

#### 11. Formation of a Committee Support Group.

We have very gratefully accepted the offers of volunteers recently, especially for help at the market. Margaret felt that we should ask those people if they would be prepared to act as a Committee support group. With extra members on the committee we would be able to run additional events to attract more of the community to the hall for which we could use additional help. Margaret Agreed to write to anyone who is willing to help in this way but feel that they don't want the additional commitment of joining the committee.

#### 12. AOB

##### Flower Tubs

Margaret and Jan have been looking for flower tubs to replace the garden outside the front entrance. Sainsbury's, Monkton Elm Garden Centre, Aldi and Brookfields nursery have all been written to asking for sponsorship of the flower tubs. No reply has been received to date.

The Flower Show committee have offered to buy the tubs for which we thank them.

##### Shelf in Cartwright Room

When the various clubs have collected their items the shelf will be sold.

##### Cleaner Times

The cleaner checks the Hallmaster Booking Calendar on line and finds a convenient time to clean.

##### Film Night

Lin offered to investigate organising a Film night. Everyone thought this would be a good idea.

##### Regular Maintenance

Martin was asked if he would be prepared to take on the task of identifying work required to maintain and/or improve the Hall. He said he would be willing to do this.

##### Date of Next Meeting.

The next meeting will be held on Friday April 5<sup>th</sup> at 7pm

The AGM will be held on Friday June 28<sup>th</sup> @7pm