

## ENFORD RECREATION GROUND AND VILLAGE HALL TRUST

### MINUTES OF COMMITTEE MEETING 15 SEPTEMBER 2020 AT 6.45 PM

Present :

Judy D'Arcy-Irvine, David Spencer, Hamish Scott-Dalgleish, Hannah Tucker, Jane Young, Jackie Elkins

Apologies:

Rosemary Cox, Anthony D'Arcy Irvine, Ollie Stagg

#### **TREASURER'S REPORT.**

Hannah presented the Annual Accounts for the period 1 July 2019 to 30 June 2020. Total expenditure was £15,640 mainly due to the pre lockdown, predominant expense for the replacement car park lights plus further extensive repair and maintenance work carried out during lockdown. Expenditure for the replacement of the main hall lights would be included in the next financial year. As the Hall was closed from mid March until July hire income was considerably reduced at £8,255, plus donations of £1,680. Due to the welcome receipt of the Government £10,000 Covid grant a small surplus was however recorded. The high electricity charge was discussed at length due to problems with the heat pump, an ongoing concern. It was hoped that moving to a new electricity supplier will help reduce costs but considerable administrative problems had been encountered in the process of making the change (SSE/Octopus).

The accounts had been audited by Kim Riche who found no errors but commented that the cleaner appeared to have a variance in her charging (£11/£11.50 per hour) and the correct figure will be checked. Thanks were expressed to Kim for again carrying out examination of the annual accounts.

#### **MINUTES OF COMMITTEE MEETING OF 21 JANUARY 2020**

The Minutes were approved and seconded.

#### **MATTERS ARISING**

£500 grant from ECF now received and thanks had been sent to Amanda Farrow by the Chairman. Discussion ref a bad debtor who had been given every opportunity to meet his long outstanding £220 liability. He had repeatedly promised to pay. The Hall had then offered to write off half the debt (£110) to try and bring the matter to a close but the debtor had refused. Eventually the matter had been presented to the Small Claims Court and as a result he had now agreed to pay £135 (£110 plus £25 costs). This debt had now been paid.

#### **REPORT ON WORK DONE DURING LOCKDOWN**

The Chairman had prepared a comprehensive schedule of works carried out (see attachment) together with works still outstanding. A huge amount of work had been undertaken by Judy, Anthony and Lynne (cleaner) and the committee recorded their appreciation for the time spent (about 80 hours in total). It was felt that the condition of the hall was in an exceptionally good state and hopefully this would stand the hall in good stead when outside users reviewed the hall for use in the future.

Extensive work had been undertaken to make the hall Covid-19 compliant following the deep clean of the premises. PPE/signage/disposal of refuse/one way system/risk assessments all implemented. Changing rooms remain closed due to Government regulations, and only one loo was available for use by footballers. *Post meeting an application had been made to register the Hall for a NHS QR Code for downloading the telephone app for track and trace – posters now displayed*

Judy had experienced problems with Morley Roofing (the original contractor from when the Hall was built) asked to repair the flat roof following the discovery of leaks in main storage area during lockdown. Morley had presented an invoice (£980) for hours worked which were clearly excessive compared to the actual hours worked as recorded by the Close Circuit TV. *Post meeting: a report on the works from an alternative company was requested – standard of work was questionable with over charging on time and materials. Judy went back to Morley Roofing to query the invoice which appeared excessive. Advice on what to do was provided by Trading Standards. The Hall paid £625 in final settlement on the basis of hours worked and cost of materials.*

The CCTV had also been useful to record the damage to guttering caused by a footballer. This damage would now be paid (hopefully) by the individual, the football club or their insurers. In addition damage to the railing and uprights caused by a reversing van had also been identified through CCTV and the costs for repair had been covered by the person involved who paid the relevant contractor direct for the work.

**MAINTENANCE OFFICER/GROUNDS OFFICER**

No reports of issues other than already discussed.

**FUTURE PROJECTS**

Jane suggested that the field could be used for limited camping without having to meet with extensive health and safety measures. She thought around £20 per night could be charged. This idea was well received and more research needed.

**FUTURE EVENTS**

Fireworks – unlikely with second wave of Covid on the horizon  
Remembrance Day Lunch – cancelled due to Government restrictions  
Fete 2021 – crystal ball required

**DATES.**

2020 17 November

2021 19 January / 16 March / 18 May / 20 July / AGM 21 September