

ENFORD RECREATION GROUND AND VILLAGE HALL TRUST

MINUTES OF COMMITTEE MEETING

TUESDAY 28 FEBRUARY 2023 AT 7.30 P.M.

Present: Judy D'Arcy Irvine, Hannah Tucker, David Spencer and Hamish Scott-Dalglish

Apologies: Anthony D'Arcy-Irvine Apologies post meeting: Jane Young, Jackie Elkins, Ollie Stagg

The Minutes of the Meeting of 25th November 2022 were approved and seconded.

1. Matters Arising

i) The outstanding amount of £200 for costs incurred at the Jubilee Event had now been settled by the Community Fund (EC) following an unfortunate disagreement on the part of the EC. Judy suggested a response to the EC's inaccurate claims and unfair remarks re the EVH and the outstanding monies which the EC reported to the Parish Council in early February. Having clarified what had actually happened the Committee agreed a muted response to refute the claims could be sent but endorsed by the committee beforehand. (Post meeting: No response was sent to the PC on the basis of 'least said, soonest mended')

Judy had had an informal meeting with Chris Rose and Lewis Honeywell who appear to be taking on the EC mantle and the future looks encouraging. Concern was expressed about the future of the EC and its failure to comply with the legislative requirements for charity fundraising events. It was felt some patience may be appropriate in the hope that the potential new management will ensure compliance with Charity Commission legal requirements.

ii) Banking Online: Setting up an online account. No further progress but in hand.

iii) Shutter Switches: Nathan Abbott has not yet responded but hopefully a system can be installed to help protect damage to the shutters if doors or windows left open. (Post meeting: as no response from NA an enquiry has been made to South West Doors which has taken over the annual service contract.)

iv) Smart Thermostats: No further progress but HSD mentioned a NEST system which would do the job required. Google Nest is a method where you can set the thermostat via your mobile telephone. It will require an internet connection in the hall. HSD will make further enquiries but is finding it difficult to speak to anybody who could be helpful

2. Treasurer's Report

Hannah had prepared updated accounts for the period 1 July 2022 to 27 February 2023 which showed a surplus, albeit small, of £1,255.01. Income was up on the same period last year but so were expenses which had almost doubled. The donation of £1,000 from the Parish Council had been received late June 2022 and was included in the accounts for the current Financial Year 2022-2023. A thank you letter had been sent to the Chairman of the Parish Council.

Electricity costs and cleaning were up partly due to greater use of the hall but also due to the considerable rise in energy costs. The most significant repairs related to relaying some paving slabs which were trip hazards, replacement of rotten wooden bollards and damage caused by hirers (some costs had been recovered).

Hannah reported that the reserves of the EVH were as normal with £20,979 invested with Shawbrook Bank and £13,000 with Scottish Widows. Judy provided an updated budget which estimated a small annual surplus.

3. Chairman's Report

- i) **Cleaning:** The loss of the contract cleaners was a significant blow but Judy will be in contact with 2 potential candidates and it was hoped some assistance would be forthcoming. Judy felt that at least 3-4 hours' cleaning a week would be necessary. It was agreed by the committee an hourly rate of £15 should be offered. (Post meeting: another contract cleaning company had been researched and was available if needed @ £19 per hour plus vat. A replacement local cleaner has now been employed @ £15 per hour and on average the weekly clean takes 3.5 hours)
- ii) **Gardening:** Our existing contractor had handed in his notice and Judy had obtained 2 quotes to carry out work. It was decided to opt for Gary Murton's quote £20 per hour. (Post meeting: Gary Murton has now taken on the contract to trim and tidy up the area around the car park and entrance on a fortnightly basis)
- iii) **Damaged Car Park Lighting Bollard:** Still waiting on Nathan Abbott . Expected cost £200. (Post meeting: the bollard has now been replaced at a cost of £165.87)
- iv) **Hall Damage:** Caused by members of a local Church Group which had promised to pay for the considerable damage they caused in the men's loos and to a door lock and handle. (Post meeting: their £100 deposit was withheld as part payment towards overall costs of £628.35 some of which had been repaid but unfortunately £158.68 had still not been reimbursed despite reminders).
- v) **Shutters:** Received quote from South West Doors in Westbury which is a larger firm than the current contractor which had in turn replaced RSL (the installer) as RSL's charges had almost doubled. South West Doors will hopefully be more reliable and costs were similar to the current contractor – annual service £400 plus vat per annum.
- vi) **Car Park Light on Pole:** Complaints from a couple of local residents had been made about the light on the pole in the car park. Good lighting in the car park is needed to ensure safety and having discussed the matter it was considered by the committee the light should remain. (Post meeting: Nathan Abbott has been asked if he can adjust the light slightly downwards and he should be able to do so without much problem which will ensure good lighting remains within the car park area but will hopefully lessen the impact of light projecting outwards)

4. Future Projects

- i) **Sunpipes:** As is for time being. Research needed with Velux into whether the 'aluminium pipes' in the attic can be replaced which keep needing repair. Surplus sunpipes could be de-commissioned but would require new plasterboard in the ceiling to replace the cavities with some redecoration as well.
- ii) **Maintenance:** Quote for work to paint doors and window frames with Sadolin to be obtained.
- iii) **Drains and Tree Removal:** Drains at the back of the hall had been blocked. The firm which came to unblock the drains claimed tree roots were causing problems. Having taken advice from Mann Williams, the company which installed the drains, Dan Withers was employed to check the areas around the drains in question. Nothing was found to be causing any problems as claimed.. (Post meeting: Judy reported this to the relevant drain company and sent them photographs including some showing the work to clear the drains had not been satisfactory. Dyno-rod had had to be called in to re-do the work. The first company apologised and reimbursed the Hall for their invoice, which was much appreciated, and a thank you letter was sent)

iv) Cookers: The two Hotpoint cookers were now 14 years old and, having checked, none of the thermostats in the ovens were working to the correct temperatures and they were increasingly unreliable. Quotations were needed to replace the cookers as cost of repairs unlikely to be cost effective. The cookers and ovens were generally only used for heating up food so ordinary domestic cookers would be satisfactory. Likely to be about £450 each. The Committee agreed to replacement as soon as possible.

(Post meeting: Ros Spencer did a great deal of research and Hotpoint was again considered to be the best option. Having approached the company Whirlpool, which owns Hotpoint, the Hall was given a considerable discount on the 'top of the range model' with prices lower than Currys or any other online provider. Each cooker was £499 plus an additional £75 charge for fitting and connection with a further £18 for removal of the old one making the discounted total cost £1,178 for the two cookers, which were installed 19 May 2023)

5. Future Events

i) Coronation Celebrations 6 May to include lighting a Beacon on the Recreation Ground: HSD to deal with Liability aspect.

ii) Fireworks 28 October: EC keen to carry out an event but general concerns re the location for the setting up of the fireworks and whether and where it was ok to have a bonfire. Discussion with EC necessary.

iii) Remembrance Sunday Lunch 12 November 2023: Judy again organising in aid of the Army Benevolent Fund

6. Any Other Business

i) An event booked in April was planning to cook Pizzas in the ovens (cookers are problematic see above under Item 4 iv) Judy thought it might be sensible for them to hire a professional pizza oven for the evening and will suggest it to them.

ii) HSD expressed concern as to whether during the next 12 months we should consider recruiting new members as Judy shouldering most of the responsibilities virtually single handed. Judy suggested that Alexis Mitchell-Rowe might be a candidate and would approach.

iii) The Film Club has resurfaced with help from additional volunteers, including Hugo Vickers who was giving a talk before each showing. Further research needed into which films have the most appeal as so much is now available online through Netflix, Amazon Prime etc.

7. Next Meetings

2023: 23 May (subsequently re-arranged to 12 June) 18 July, 26 September (AGM) and 21 November.

2024: 20 February, 21 May, 23 July, 24 September (AGM) and 19 November