

North Cadbury Village Hall Committee
Minutes of the meeting 8TH July 2021

Present: Mr R Russell, Mr A Bentley, Mrs E Watts, Mrs J Roseveare, Mrs A Cook, Mr J Rundle, Mrs L Hall-Say Mr A Keys-Toyer, Mr B Morris, Mrs N Wilson, Mr D Loe, Mrs J Jennings and Mr G Jennings

Apologies: Mr J Watts

1. Minutes of committee meeting 20th May had been circulated to the committee before the meeting. These were agreed and signed.

2. Matters arising - none

3. Treasurer's report

Andy's report and supporting documentation for May and June 2021 had been circulated by email to the committee. Andy explained that £72.07 showing as a Cottage expense was a Hall cost.

The Hall has been signed up to 'Amazon Smile' fundraising and any amount due to Hall funds would be paid quarterly.

The total cleared credit balance was £40,102. This does not include £16 bar income received on 30th June or £195 expenditure dated 30th June as the bank statement is dated 29th June.

The balances held on 30th June were £1951 in the Community Account, £33,827 in the Business Saver Account, £ 4,205 in the Cottage Reserve Account and £119 cash. Income during this period has been £556. We received Covid Business support grant of £8000. 200 Club subs of £1380m received.

In addition to the normal expenditure on electricity, cleaning and 200 Club prizes we also paid £60 advertising bill for Excalibur and sundries. We have purchased a 'Sumup' card reader and receipt printer – this has been tested for use when the bar is open.

Budget update – Letting income estimates have been revised down due to the lockdown extension. Projected balance £44,000 at the end of March 2022. This will include the emergency reserve of £10,000 and £6.300 in the Cottage Reserve. The previous budget allowed for £2500 for playground equipment as requested at the May meeting but this has been removed due to a request for increased expenditure.

The Cottage Reserve account includes two months rent per annum. Andy suggested this should be increased to four months per annum as we need to plan for thatching and other work. Ann asked that committee consider putting additional funds into the reserve as future expenses for full thatching will be high and it is difficult to fund-raise for the Cottage as the community does not appreciate it has to be maintained by the Hall Management Committee. Committee agreed that we save four months rent annually in the Cottage Reserve account. The general reserve can be used for other cottage expenses.

4. Booking Secretary's report

Esther had circulated her report to committee prior to the meeting.

Regular bookings for Table tennis, Toddlers and Gardening Club are diarised but Daisy Foundation has cancelled until September. The Village school had to cancel their end-of-term play booking due to Covid restrictions.

A key list has been given to Robin and Ann.

5. 200 Club

Juliette reported that the coffee morning had fewer attendees. She thanked Jan and Graham for their offer of help. It was agreed to continue using the Hall for the coffee mornings until Covid requirements are ended. Juliette will review costs to ensure prices cover these.

A letter has been sent to SSDC to confirm the name of the promoter and signatories.

6. Hall

- a) The Covid risk assessment will be updated as Government rules change.
- b) Wi-Fi - the cost to install Wi-Fi suggested on the providers web site is misleading as there will be additional charges that are currently unviable.
- c) Stage doors – no update
- d) Electrical inspection – this will take place on 10th August. Robin will speak to Creases about the Reading Room wall lights. ‘Green’ measures will have a financial impact on use of fluorescent and stage lights we currently have in use.
- e) Fire extinguisher check will be done.
- f) Hall floor – Andy Bentley will apply another coat of sealant.
- g) Window curtain – Graham and David have dealt with the runner.

7. Cottage

Ridge thatch – Robin reported that the quote had been £6380 but had risen by £380 due to an increase in material and scaffolding hire costs.

8. Landlords’ inspection

Robin had circulated the inspection report to committee prior to the meeting. Multiple repairs, decorating and renewal of carpeting is required. Robin is taking advice regarding the condition of the brickwork. It will be necessary to find someone who can do the essential repair work as soon as possible. Committee to consider these matters at our next meeting.

9. Playing Field

Brian’s report had been circulated prior to the meeting.

Water butt – this is available to be put in place.

Playground fence – Robin has requested a quote for repair to the damaged area. There are sections where neighbour’s hedges are coming through our fence. John will speak to them about this.

Trees – it has been decided that heavy equipment will not be needed but a team will be needed to dig and prepare the ground for the planting near the wall.

Play equipment – Brian had brought to the meeting the survey reports and quotes from Signet, Caledonian Play and Lappset. The Playing Field Group consider that the Lappset equipment is of a higher quality and their suggestions on new equipment would match in with the current equipment previously purchased from them.

The Group had suggested the purchase of a seesaw, birds-nest swing and a boulder wall.

Quotes include safety surfaces required under/around the equipment. The total cost would be £13,453 plus the cost of security fencing required while work was carried out.

The Treasurer pointed out that if all this equipment was purchased it would leave only £3000 for cottage repairs. Discussion took place about the suitability of equipment for the age ranges of users.

Brian proposed that

‘Committee purchases from Lappset a birds-nest swing and a boulder wall, the cost of these being £4358 and £9095 including VAT.’

Voting took place – For 13. Against 1.

The proposal was carried.

John Rundle thanked the Playing Field Group for their work.

10. Health and safety inspections

The Hall inspection has been done. Nothing to report. The electricians will be asked to check the safety lights.

11. Social and fundraising events

- a) Film nights – It was agreed that ticket prices will remain at £6.00 per film. Programme of films still to be considered. on film nights. David informed committee that he wished to stand down from organising film nights.
- b) Camelot Players Pantomime in December– panto rehearsals are underway. The budget has been set at £2000. The group are considering other possible performances.
- c) Race Night – Graham informed committee that sponsors had been found for the seven races. Tickets will go on sale at the village shop. They will not be available on the door as refreshments must be planned for. An organiser for the food is needed and committee will be updated as to what help is needed. Raffle prizes are required. Graham and Jan are discussing plans with the Rotary Club and will update committee as things progress.
- d) Quiz – provisional date 30th October. Robin will speak to Ron.
- e) Take Art – Jan and Graham are in contact with Take Art and await the Autumn programme of events.
- f) Pancake evening – Shrove Tuesday is 1st March 2022

12. AOB – none

13. Future meetings

Thursday 9th September – 7.30pm in the Hall (Covid regulations permitting)

Thursday 7th October – AGM.