

# St Margaret's Hall Management Committee Minutes of Post AGM Meeting

Friday. 28th May 2021. 1935.

## **1. Present**

Chris Bailward (Deputy Chair), Vicky Franklin, Oliver Franklin, Emilie Gordon, Gillian Miles, John Macdonald (Chair).

## **2. Apologies**

Gareth Cherry (Treasurer), Ann Franklin, Maria Hawkins, Jacqueline Pyne, Liela Moss.

## **3. Election of Officers.**

JM was re-elected Chair. Proposed CB, Seconded VF.

CB was elected Treasurer. Proposed JM, Seconded GM.

As there were no volunteers for the post of Secretary, JM stated he was happy to continue combining the post with that of Chair. Proposed CB, Seconded VF.

The post of Deputy Chair will be decided at the next meeting. JM pointed out that while the posts of Chair and Secretary could be amalgamated, it was not acceptable for Treasurer to be combined with Chair/Deputy.

## **4. Signing of the Deed of Trust.**

The document was circulated and signed by those present.

## **5. Minutes of previous meeting on 21st February 2020.**

Previously circulated, signed.

## **6. Matters arising.**

Electrical inspection. Mark Pearson informs us that the mandatory Electrical Inspection requirement has been extended from three to five years. It is now due. Committee approved the spend for Mark Pearson to carry out the work. (Date pencilled in; 11 June 2021). Action. JM.

Weathervane. The weathervane collapsed again during 2020 in strong winds. This time the main shaft broke in two with the bottom half remaining in situ. John Sansom kindly welded the shaft together and the weathervane was re-erected.

## **7. Maintenance.**

Fire extinguishers. The next annual inspection is due to be carried out on the 4 June 2021. Presently, the inspection is carried out by Morgan Fire. OF suggested that the cost of the inspection could be reduced by seeking alternative providers. OF and VF will carry out a review for next years inspection. Action OF, VF.

Building exterior. JM noted, that while he carried out the weeding at the front of the building, there were several areas of the painted wood that needed repair and replacing. The Hall exterior has not been painted since 2013. The committee agreed that the extra funds generated by Covid grants would be put to good use by redecorating the exterior. GM and EG both requested a change of colour if the projected were approved. The committee requested that quotations be sought. Action. JM.

## **8. AOB.**

Covid19 Procedures. All the Covid19 procedures have been followed to allow the Hall to be reopened under current regulations. JM related that the advice given by our umbrella organisations, the Action for Communities in Rural England (ACRE) and the Community Council for Somerset (CCS) have been invaluable and well worth our subscription.

FSRA. The Fire Safety Risk Assessment has been carried out and JM read the salient points to the members of the Committee. As part of the FSRA, the operation of the Fire Extinguishers must be demonstrated and a fire drill must be carried out. These must be minuted. The demonstration and the fire drill were carried out and are so minuted.

Trustees. Welcome to Liela Moss. Liela was to be introduced to the committee, but due to family commitments was called away at short notice. Leila lives in Horsington with her husband and young son. Thanks go to GM for recruiting LM. OF suggested that the committee recruit his next door neighbour (a bookkeeper/accountant). Action. OF. In a telephone conversation (post meeting) with JM, JP stated that AF was no longer able to commit herself to the duties of representing the WI on the committee and as a result of JP's resignation from the Parish Council, JP could no longer represent the interests of the PC. JP will now represent the WI and the Committee will have to recruit a representative from the Parish Council. Action. JM.

Security. OF raised the subject of security of the surrounds of the Hall and suggested that the Hall should purchase a CCTV system to add to the safety of the Hall. Also, it would help to identify litterers, fly tippers and irresponsible dog owners, a side issue which is a constant plague. The committee agreed to consider the options. Action. OF.

Hall Surrounds. OF suggested that the surrounds of the Hall are not kept in good order at present and questioned the Chair as to the actions required. JM stated the Parish Council were committed to keep the surrounds cut down. This was not being done on a regular basis and the Chairman of the PC should be approached. Action. JM.

Memorial Bench. A villager has asked that they be allowed to position a memorial bench at the Cemetery. Unfortunately, the Parish Council were unable to accede to the request for reasons of capacity. The request has been passed on to the Hall. The committee was happy to accept the bench for the Hall and a suggestion was made that the bench should be positioned between the porch and the emergency exit door of the boiler room. Action. JM

Badminton. VF had heard that someone in the village was interested in restarting the Badminton Club. A suggestion was made that the Villager be approached to place an advert. Action. JM. VF.

## **9. Date of next committee meeting.**

The date of the next meeting will be 10 September 2021 at 1900.

The meeting closed at 2030.