

St Margaret's Hall Management Committee Minutes of Meeting

Friday. 9 December 2022. 1900.

1. Present

Chris Bailward (Deputy Chair, Treasurer), Emilie Gordon, Gillian Miles, Liela Moss, Jacqueline Pyne, John Macdonald (Chair). Meeting held at Chairman's residence.

2. Apologies Gareth Cherry, Maria Hawkins, Oliver Franklin, Vicky Franklin.

3. Minutes of previous meeting on 23rd September 2022.

Previously circulated, signed.

4. Matters Arising.

Heating schedule. The heating schedule has been set up for once a day in the morning. On the days of activities it is set for a period before the activity.

Village Hall dinner. The Committee decided 17th March would be an ideal day for a dinner. The 17th, being Saint Patrick's day an Irish theme would be appropriate. The menu could be discussed at the next meeting in February. CB suggested that he could provide venison for the casseroles. As is now tradition a taster dinner will be held at JM's to test the menu.

Table cloths. JP ran through the options that she had. While most colours in a poly cotton check cloth were available, surprisingly the only colours available in bulk were pink or black. She suggested that pink would be more appropriate in view of the hall colour scheme. Committee agreed and JP will produce tablecloths in this material. Action JP.

5. Chair report.

A quiet couple of months with very little done except the normal monthly inspections of the Hall. Updating of the notices in the Hall has been completed. At present the Covid notices remain in situ, but I will be contacting the Community Council for Somerset in the near future for advice on what notices are now required.

6. Treasurers report.

Since the last meeting in September we have spent about £1200 more than we have received in letting fees. This sounds rather dramatic but is largely due to having to purchase oil for the boiler at a cost of nearly £900. Electricity costs have decreased by about £10 per month due to Government support but we spend £130 a month on cleaning and insurance is costing us about £50 a month. If we take the oil cost out of the equation we have spent over £350 more than we have received during the quarter.

The current account balance with Santander is £635.62 and the savings account £16,619.29 having, I believe, paid most of the agreed outgoings for repairs and maintenance and new furnishings.

Whilst our finances are still very healthy we have already agreed to spend money on repairs and maintenance of the changing rooms, including new doors to the rear steps. I expect this to cost up to £2000.

7. Bookings report.

The Village Hall continues to be well attended at the art and yoga classes. We have had a steady number of adult's and children's parties and a successful wine tasting event hosted by Richard Gaunt. The Hall bookings level remains positive.

8. Sports report.

TBN.

9. Parish Council report.

The Parish Council discussed a warm space provision. JM reminded the Committee that the Hall was already classed as a Place of Safety with the Somerset County Council, although the hall could not in any way be described as a warm space. GM suggested the most likely place for the provision would be the parish room at the Church. The School has been asked for a contribution towards the upkeep of the car park, since the majority of its use is by parents and teachers at the school. There was an enquiry about the seat outside the Hall, which has been temporarily removed for maintenance. The Parish Council have asked the Police to carry out more regular speed checks on the A357 in the absence of a change to the speed limits along the road. There is to be a second defibrillator to be positioned in South Cheriton.

10. Maintenance.

Boiler. The boiler was serviced on the 25th November. It required three parts to be replaced. Martin Holloway said these were the first replacements for quite some time. JM and MHy had a discussion about efficiency, replacement and government requirements for the near future (2026). MHy thinks it likely the date will slide back, because most in the country will not be ready for the legislation at the proposed date. He notes a lot of halls are looking at air source heating, but with the price of electricity going up and likely to remain high this may not be the best option. JM had previously looked at ground source heating; the cost would be prohibitive added to which the most efficient way of heating a building using ground source heating is underfloor heating, an impracticality for our hall. MHy considers the best option might be to consider a fitting an HVO (hydrotreated vegetable oil) compliant boiler. As long as the boiler is fitted before the due date it will be compliant with the government restrictions. We would be able to continue using burning oil until the required date and then boiler would require minor modification to convert it to HVO. Presently the cost of an HVO boiler is approximately £4000. HVO compliant boilers on the market are estimated to be 30% more efficient than our present 24 year old boiler. CB pointed out that decisions don't have to be made for a few years and in the intervening period there may well be new options to consider, but that HVO would most likely be the most cost-effective preference for the Hall.

11. AOB.

Oil tank cover. JM outlined the present situation with the oil tank cover. Bryan Paulley, the original installer of the oil tank cover had removed it and the refurbishment has been completed and the cover is ready for re-installment, but BP is a difficult man to pin down. At present the bunded tank is secured with a large padlock.

Banking, (BAC's). GM was still having problems with determining whether hirers had paid by BAC's. Even with the availability of banking hardcopy confirmation and screenshots there was still a communication mismatch between Bookings, Treasurer and Keyholder which needed to be resolved. The protagonists determined to improve the communication (email) between themselves. A plain paper booklet would be purchased to fulfil the purpose of providing a copy for the treasurer to check payments made. Action CB. EM. GM. JM.

Charities commission representative. JP requested that she be relieved of the duty. CB kindly agreed to take on the role.

Utilisation of the Hall. There was short discussion of how we might improve utilisation of the Hall. We need to increase our takings and one of the ways of doing it is by improving utilisation. A start could be made by advertising in the Villager. Action. JM.

12. Date of next committee meeting.

The date of the next meeting will be 17 February 2023 at 1900.

The meeting closed at 2025.