

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

**Saturday. 14th May 2022. 1008.**

**1. Present**

Chris Bailward, Gareth Cherry, Maria Hawkins, Jacqueline Pyne, John Macdonald

**2. Apologies** Vicky Franklin, Oliver Franklin, Emilie Gordon, Gillian Miles, Liela Moss.

**3. Election of Officers.**

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

JM pointed out that he had now been the Chair for 10 years and he did not wish to continue beyond the year. He stated he would be resigning at the next AGM and the committee must make an effort to recruit new trustees in order that a new chair could be installed.

GC was elected Deputy Chair. Proposed JM. seconded CB.

There was some discussion as to whether the post of deputy chair could be combined with the post of another officer. It was decided that this was contrary to good governance and GC was therefore elected. Having spent 11 years as treasurer GC made the point that he would not continue for more than a year in the post. This was accepted by the committee.

CB was elected Treasurer. Proposed JP, Seconded MH.

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 GC.

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

The document was circulated and signed by those present.

**5. Minutes of previous meeting on 11th February 2022.**

Previously circulated, signed.

**6. Matters arising.**

Security. LM was continuing to look into the possibility of purchasing CCTV cameras for security. JP considered it a waste of time. GC pointed out that without an Internet connection in the hall it would mean the video would have to be downloaded and checked remotely; an involved process. Furthermore, he stated that the police were unlikely to follow up with any action. JM suggested that it could be a deterrent and suggested the possibility of installing a dummy camera and notice. The committee generally felt most directions were pointless and when JM pointed out that he had removed some fly-tipped rubbish recently, JP commented that he could have called the council to dispose of it.

Exterior of the building. Oil tank metal cover. JM had discovered that Bryan Paulley had installed the cover when there had been a spate of oil theft. He had positioned the cover when the double skinned oil tank was installed. JM had located a sand blasting operator and Mr. Paulley had undertaken to remove the metal cover and transport to Everill Transport, who was going to complete the sand blasting and paint the cover with two coats of metal primer at a cost of £200. Action JM.

Painting. James Dyke has undertaken to paint the exterior of the Hall in August. Some of the wood facings would have to be replaced prior to the painting and JM had approached Rob Bishop, who had rebuilt the Changing room stairs, for an estimate. Action JM.

Chairs. LM has ordered the chairs at a cost of £3588. The treasurer has paid Trent Furniture the full amount. Delivery will take 7 to 8 weeks. Our thanks go to LM who negotiated a discount in addition to a chair trolley being added free of charge with the order. It is unlikely that anyone would want to utilise the old chairs. JM suggested putting an article in the Villager offering the old chairs for a donation. JP suggested an ad in Dorset Freecycle. CB said John Sansom would happily take the chairs off our hands. Action JM.

Banking. CB outlined the situation pertaining to the transition from HSBC to Santander. He was continuing to have problems with HSBC. A meeting will take place later this month with the management of the local Santander branch and CB, GC and JM to facilitate the transfer. CB asked the the committee whether it should consider depreciation of asset values. Normally businesses would rate and record their assets and impose a level of depreciation on them over the years. GC pointed out that as we were not really a business in that sense it was an unnecessary bureaucratic addition. JM pointed out that we have an inventory raised every couple of years and that insurance should cover the necessary levels of depreciation.

## **7. Maintenance.**

Fire extinguishers. The next annual inspection is due to be carried out in June 2022. CB enquired as to the life of the fire extinguishers. The foam extinguishers have a life of five years and were replaced two years ago. The CO2 fire extinguisher in the kitchen has a life of 10 years and has three years life remaining.

## **8. AOB.**

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. The perennial problem of recruitment of trustees was raised in committee. CB suggested it might well be worthwhile trying to recruit Somerset natives. JM pointed out that this had been difficult in the past and the most likely candidates were newly retired people who possibly were time rich. It is now becoming imperative that an effort be made to recruit new blood.

Changing rooms. MH had anecdotal evidence that while visiting teams of footballers enjoyed the quality of the pitch they were not so enamoured of the facilities in the changing rooms. JM stated that the changing rooms are contracted to be maintained i.e. cleaned by the football teams. JP pointed out that the changing rooms are part of the Village Hall and should be maintained at a reasonable level as it is representative of the whole Hall. At present this is not the case. JP suggested that it might be worthwhile refurbishing the changing rooms and given a one off cleaning by our cleaners to a standard at which it should be maintained. Thereafter users of the changing rooms, not necessarily the present users i.e. South Cheriton football club would be expected to maintain it at that level of cleanliness.

MH requested that once the changing rooms have been upgraded then the SCUFC should be required to forgo the moratorium on payment of dues. CB suggested that Mark Pearson should replace all the lights with LED. JP suggested that Philip Rawlings should be contacted to redecorate the changing rooms. Approved. Action JM, JP.  
Village Hall dinner. GC suggested that the Village Hall should organise a Village Hall dinner. JM suggested it could be themed as a post-Covid party. Autumn would be the most appropriate time for the function. Arrangements will be made at the next meeting in September.

Tablecloths. JP pointed out that in the past the Hall had utilised the WI's tablecloths. She suggested that the Hall could have tablecloths in keeping with the halls decor. She undertook to source some appropriate material which could be made into tablecloths for the hall. Action JP.

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

The date of the next meeting will be 23 September 2022 at 1900.

The meeting closed at 1100.