

**HOLTON VILLAGE HALL MANAGEMENT COMMITTEE**  
**WEDNESDAY APRIL 3<sup>RD</sup> 2024 AT 7.30PM**

**MINUTES**

**Chair:** Mel Ault (MA)

**Attendees:** Sonja Barter (SB), Andy Murray (AM), Clive Ganczarski (CG), Dave Holmes (DH), Dominique Smith (DS),

**Apologies:** Jane-Patricia Farrow (JPF), Sue Holmes (SH), Helen Webb (HW), Clare Wright (CW), Stella Oakes (SO)

**Recorder:** Clive Ganczarski (CG)

**1. Approval of Minutes February 5<sup>th</sup> 2024**

Proposed by **DH**, Seconded by **CG** – (Post meeting Note: these to be signed by MA at our next meeting).

**2. Matters arising (not covered elsewhere)**

With the notification of **SO**'s resignation, **SH** has offered to take up minute taking.

**3. Financial Matters – SB** Informed the meeting that the Current A/C balance stands at £3,418.40 and Deposit A/C balance at 18,304.61. Total available cash £21,918.57 which includes £36.51 from the Victoria Reading Room. **SB** stated that we need to retain a monthly minimum of £3,000 in the current A/C to cover expected running costs.

**4. Events**

**Afternoon Teas – DH, DS**

These continue to be successful though the numbers in Mar were slightly down on those seen in Feb.

**Bar Night – Featuring Jack Turner's Book.**

Nothing confirmed just yet. Fri 24<sup>th</sup> May was put forward as a possible date. **SB** to check Jack Turner's availability.

**Games for Families – Sunday March 24th**

**DS** informed the meeting that the success of this event seen last year wasn't replicated on the 24th. Only 3 families attended with it being thought that the primary reason was placing the event on a Sunday afternoon. Her understanding was that there could be a conflict with families needing to

ensure their childrens' homework is completed at the weekend and prep their return to School on the Monday morning. As a consequence, the next Games event will return to a Friday evening.

#### **Village Walk and Tea** – Sunday 21<sup>st</sup> April

**DH, DS** stated the plan was to meet at 2:30pm at the Bus Stop with the walk concluding at the Village Hall at 4pm for tea and cake. The route is still to be confirmed and will be dependent on the weather and under foot conditions.

#### **Trivia Quiz** – Friday 26<sup>th</sup> April

**DH, SH** preparing flyers for the event and will do doorstep drops in the village. The Flyer will also provide notification of the Hall Clean Up activity being undertaken the following day.

#### **Hall Clean Up** – Saturday 27<sup>th</sup> April

**DH** is preparing a list of activities to be undertaken. A discussion took place about clearing the loft spaces of unwanted material and hiring a skip to take all the waste items. **MA** informed the meeting that getting a skip around the back of the hall was problematic. The previous time a skip was ordered the driver had to lift the container over the gate as he was reversing due to clearance issues. It was agreed that before a decision was made to go ahead, the material in the lofts should be assessed and an appropriate plan made for removal.

**MA** subsequently informed the meeting that the Holton Players were planning to assess the staging and prop material currently held in the front loft and remove what belongs to them. (Post meeting note: MA has informed me that the Holton Players will move any of their items from around the tank on the 12<sup>th</sup> April).

#### **Film Nights**

1. The Great Escaper (2023) Micheal Caine, Glenda Jackson – Fri 7<sup>th</sup> June
2. TBA - September

Ticket prices - £5 Adult, £3 Under 18's

Tea, Coffee & Cakes available. The Bar will be open.

#### **Summer Barbeque** - Friday 2<sup>nd</sup> August, 6pm

The barbeque to build on the success of last year's event and consider the opportunity to include live music. Bands put forward: Mike Oxlade,

Lawrence Wootten, **MA's** Brother-in-law. The location the band could play would depend on the type of instruments being played (electric or acoustic). If the former than a suitable location in the car park may need to be considered. **SB** to approach Mike Oxlade in the first instance.

### **Special events Oct 2025 - 50<sup>th</sup> Birthday of VH**

It was agreed that some form of event should take place to mark the passing of 50yrs since the hall opened. **SB** stated that in the village archives there is a photo taken at the opening party in 1975 with all the attendees. It would be nice to get all those that were in the village at the time of the opening to sign the Village Hall Scrap Book. Another suggestion was made by **DH** that we could hold a Dinner/Dance. Nothing was specifically agreed other than to ensure we do try to get those people who remember the village hall opening involved.

### **5. Bookings Update – DH,SH**

**DH** informed the meeting that takings for last month were £1,200. Bookings remain strong with regular clients. He stated that he would like to discuss increasing the hall hire cost at the AGM next month. **CG** enquired how our prices compare, like for like, with other village halls. **DH** said it was difficult to compare exactly as the range of offerings by the village halls varied so much. He nevertheless felt we were competitive.

**DH** informed the meeting that though domestic energy prices were reducing due to the price cap reduction, that was not case for commercial contracts. Therefore no benefit to us.

**SB** confirmed our direct debit for electricity with EDF was increasing this month from £85 to £103/month (+21%). The account is £48.00 in credit at present. In relation to water our current direct debit remains unchanged at £22.10/month with Castle Water.

**DH** stated that he was monitoring fuel oil prices for the boiler which currently stand at 56p/ltr. He is expecting this to drop to nearer 52p/ltr before replenishing the tank.

### **6. Property Matters**

#### **Defibrillator.**

Two successful training events held in March with St Johns Ambulance. **MA** informed the meeting that there was a good demonstration of CPR shown

on an episode of 'Saving Lives at Sea' BBC 2, Tuesday 26<sup>th</sup> March, 8pm and recommended catching that episode on BBC iPlayer; (Post meeting note: Saving Lives at Sea, Series 9: 3. Every Seconds Count).

### **Hall floor.**

**DH** cost of new floor £10,000 + vat (£12,000). **SB** stated there is no opportunity to get a grant at present. Agreed therefore to place a hold on any further action at this time.

### **Hall Boiler**

**DH** A quotation received for the replacement of the boiler was £8,460 + VAT. Including a powerflush would increase the overall cost to £10,500 + VAT (£12,600). **DH** discussed the option of converting to an air source heat pump (ASHP), but though this might well be a future requirement, the high conversion cost coupled with the lack of flexibility it would provide doesn't make it a viable proposition at this time. **DH** stated the draw back of an ASHP's is that it runs continuously drawing electrical power. The hall only requires heating when it is being used and there are long periods when it can be switched off. Therefore he wasn't sure that the running costs of an ASHP would be cheaper.

It was agreed that following the boiler servicing in February it was functioning perfectly satisfactorily and there was no need to look at progressing a replacement. No further action to be taken at this time.

### **Hall Roof (Moss removal)**

**HD** Three quotations received for the removal of the moss were £3,000, £3,500 and £5,000. The most expensive method requiring scaffold access and roof ladders with the moss being physically removed utilising hand tools. The other two methods involved remote access utilising chemical power washing via long armed poles from ground level. All quotations covered the removal and disposal of all waste material.

A brief discussion took place whether there was any reason why this activity had to take place and if there would be any harm done to the roof in leaving. It was agreed that moss clearance would be left for now, however, the gutters would be cleared as part of the Hall Clean Up activities.

**7. Rota for Bins/Hall Check/Defibrillator Check**

**SB** – April

**CG** – May

**JPF** – June

**AM** – August

**SO** – September

Grundon empty now only on the 3<sup>rd</sup> Monday of each month. **CG** requested cover for one week 20<sup>th</sup> to 27<sup>th</sup> May as he would be away. **DH** said he would be happy arrange coverage.

**8. AOB**

**Energy Audit** - remains unavailable. No change from previous meeting.

**Zoom meeting 21<sup>st</sup> March on heat pumps** – **DH** attended, though numbers seemed limited on the call it was very informative.

**Reserve Policy** – **SB** £15,000 allocated, made up of £6,000 for 6 month running cost and £9,000 contingency against uninsured major infrastructure failures.

**Governing Documents** – **SB** Requirement for all trustees to have read the governing documents before the AGM. **DH** confirmed they can be found on the village hall web site. **SB** to check with **JPF** if there are any amendments she feels are necessary.

**Annual Meeting May 9<sup>th</sup>** – **SB** to check with **JPF** if she is attending and will be chairing the AGM

**9. Date of next meeting** – AGM Thursday 9<sup>th</sup> May 2024

The meeting closed at 9.00pm.