

HOLTON VILLAGE HALL MANAGEMENT COMMITTEE
Monday 4th November 2024 AT 7.30PM

MINUTES

Chair: Mel Ault (MA)

Attendees: Sonja Barter (SB), Dave Holmes (DH), Sue Holmes, (SH), Clive Ganczarski (CG), Jane-Patricia Farrow (JPF), Dominique Smith (DS), Andy Murray (AM), Clare Wright (CW),

1. Approval of Minutes 7th Oct 2024

Proposed by **JPF**, seconded by **DH** signed by **MA**

2. Financial Matters – SB had circulated the Cash movement summary to all Committee members prior to the meeting. **AM** checked figures against the Bank statement & signed the document.

3. Events

Afternoon Teas – DH, DS, SH – continuing as before

Future Events

National Road Safety Week- 17th-23rd November. Being arranged by the Road Safety Committee.

Talk / Bar Night –Friday 15th November – “The Village at War” a talk about the History of Holton around the time of WW1 & WW2- given by Jan Marlowe with Archive material on display. This is to relate to Remembrance Sunday.

Door open 7.30pm for an 8pm start for the talk. Posters are up and it will be put on ‘Nextdoor’ this week. There is also an advert in the Holton magazine & is on the website.

Film Night- Friday 29th November – ‘Top Gun Maverick’ 7pm for a 7.30pm start.

The yearly licence is due for renewal (over £300) so a decision will be made as to whether this should be renewed depending on the turnout at this event.

We need to be able to cover the cost of the licence.

Quiz Night – Friday 6th Dec. Posters are up, Flyers will be delivered nearer the date, it is in the magazine, on the website & will be put on ‘Nextdoor’.

Brian Dobson has agreed to co-ordinate the teams (so far we have one team).

Payment in advance (£10) will be needed in order to plan the catering (Ploughmans Supper) which **SB** will arrange.

DH/SH doing questions / scoring etc , **MA** has offered to do the Bar.

Living Advent Calendar – 10 volunteers so far. A timetable will be coming out soon. **CW** will be doing a demonstration of how to create an Advent window -Sunday 1st December at the Village Hall from 2pm.

St Bartholomews Church Carol Service - 22nd December 5-6pm followed by refreshments at the Village Hall afterwards from approx 6pm

50th Birthday of Village Hall- 25th Oct 2025

Ceilidh still thought to be a good idea. MA has found a local Ceilidh band “Mouse & Trousers” and will contact them for details of cost / availability.

4. Bookings Update

Bridge Club are no longer going to be using the Village Hall as their numbers have decreased.

5. Property Matters

Roles & Responsibilities- all done for October

Sorting out the loft

Books from many years ago remain to be sorted & disposed of – a start has been made and will continue.

Environmental Assessment form- Survey Checklist –CG has completed a draft version which was circulated to all Committee members prior to the meeting.

Some of the points discussed;

Insulation

There is insulation in the loft above the toilets & ceiling of the Main Hall but probably not to current standards. The loft above the Lounge/Meeting Room and Bar is partially boarded and so is difficult to assess. However, there are areas above the bar that are not covered and others with on 60mm of insulation.

Energy- We are using 40 megawatts of energy per year. 70% of this is from the heating oil. In total the hall’s energy usage generates 30 tons CO₂ per year. A 20% reduction in heating oil could be achieved by installing a new condensing boiler, however this is costly and comes with some piping issues.

Water- It is difficult to assess exact amounts of water used by the toilet cisterns. An estimate, looking at footfall and likelihood that the facilities are used, indicates that approximately 50% of water is used by the toilets. A 60% reduction in usage could be achieved by replacing the current cisterns with modern 6L or 4L economy flush. In the short term, 4 x No.9 Hippo bags have been ordered to reduce the amount of water used by 3L per flush (equivalent to 20% reduction). In the longer term it may prove beneficial to look at replacing the cisterns with economy flush provision to realise the full saving. We are on a water meter so our amount used/ charged for is correct- approx. £30-35 per month. Total cost for 2023 was £356.

Electric-currently paying £103 per month (total for 2023 £691). Replacement of the fluorescent strips in the kitchen with T5 LED lights will save a small amount.

Oil- this year so far, we have spent approx. £1000 on heating oil and have a fairly full tank to start the winter with. Annual expenditure; 2022= £2,659, 2023 =£2,276. Volume used 2023 = 3,200 L

We are now using Lovells- a local company which allows us to choose when we order & the quantity required-allowing us to choose a time when prices are (relatively) cheaper. Use of the Heating App to control the boiler has helped to save some money.

Thanks to Clive for all his time in preparing a very detailed report – this should give us some sort of baseline on which to base our decisions in the future with regard to the replacement of the flooring, the Boiler & associated pipework which have been previously discussed.

Also, the possibility of using Solar power – see later

CG will pursue further information / options.

Risk Assessment – now completed with no obvious risks detected. The last Electrical inspection was done in 2020, but as no electrical work has been carried out since then, a full inspection is not required at the moment. Our MCB (miniature circuit breakers were updated 2020). PAT testing was done Nov 2023.

Heating Pipework/ Flooring – Green & Wakefield have been to assess the possibilities for replacement of /rearranging the heating pipework.

Positive feedback with a quote of £3,500k.

Taylor's from Wheatley have been to look at the possibilities and gave some useful information. They cannot quote exactly until we specify exactly what we want done but a 'guesstimate' of around £3000 for sorting out the pipework was mentioned. Electric radiators were mentioned which could avoid the need for heating pipes to cross the floor.

Solar Panels – visit from Lumos PV solar panel company gave some interesting info about possibilities. A solar option for (electric)radiators on the far wall of the Hall would negate the need for underfloor pipe renewal.

Solar panels can be either put onto existing roof or have panels integral to the roof.

13 panels (5kw) would provide energy for hot water, lighting, possibly 2 electric radiators on the far wall and residual to be sold to the "Grid" – approx. cost £14k.

Our aim would be to try & future proof our options for the building, whilst keeping costs down.

A visit to Cassington VHall suggested as they had them installed last summer and have been using them successfully – they are now 'off grid'. Their system allegedly cost £23k (according to the sales person).

Grants would probably be available for any options that are 'environmentally friendly'

Flooring- options still being considered. We need something with good durability.

Advertising Board- a replacement for the one that was stolen from the ‘Green’ is being looked at. Something that can be fixed /?concreted would be ideal. Still trying to get hold of Richard re concreting.

WI certificate- is now on the wall in the rear corridor

Sandbags- Sonja will get 15 x 25kg plastic covered sandbags (£3.75each) as a precaution against future flooding of the Hall. To be stored at the back of the Hall near the oil tank. Need to decide how the response / need for them will be managed & who will put them in place.

Other options such as door Boxwall units were discussed & to be looked at for possible future

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

Please also check the Defibrillator whilst putting out the bins & tick the check sheet that is on the noticeboard in the Entrance Hall of the Village Hall.

Please also check that no lights have been left on in the Hall (CAA often leave the toilet light on)

CW- Nov

MA – Dec

SB- January

JPF-Feb

CG- March

DH- April

SH - May

AM- June

DS- July

Grundon bin is emptied every 4 weeks. Next one is **25th Nov** and then **23rd Dec**.

The other bins are the same as the bins at home – Recycling & Garden waste one week and the Black bin (General rubbish) alternate weeks.

Please arrange cover or swap if you are not going to be available for your turn.

7. **AOB**

Xmas decorations will need to go up beginning of December.

Suggestion made to put them up prior to our next meeting Monday 2nd December.

8. **Date of next meeting** – Mon 2nd December 2024 Holton Village Hall 7.30pm

Meeting closed at 9pm