



## Minutes of the Village Hall Management Committee Meeting on Tuesday 7<sup>th</sup> March 2023

**Present:** Cllr N Beckham (NB)(Chairman), Cllr J Sulej (SJ)(Vice Chairman), Edna Brandreth (EBr) (VHPFF), Lyndsey Atkins (LA) (School) and Jacqui Schurer-Lewis (JS-L)(School), Yvonne Lawson (YL)(School)

**In Attendance:** E Bambrook (EB)(Clerk to the Council)

1. **DECLARATIONS OF INTEREST** – There were no interests declared.
2. **APOLOGIES FOR ABSENCE** – Apologies for absence were received from Martin Leake, Sally Ball and Chris and Yvonne Duke.
3. **MINUTES** – To approve the Minutes of the meeting on 10<sup>th</sup> January 2023.

***Resolved:** The Minutes of the meetings on 10<sup>th</sup> January 2023 accepted as true records of the meeting.*

### 4. ACTIONS FROM THE LAST MEETING

- i. Village Hall Recharge – Cheshire East Council (CEC) have still not responded to requests for them to issue invoices. The Finance Committee are due to consider future approaches at their meeting in April. **Ongoing with Finance Committee.**
- ii. Unauthorised parking in the car park – Letter sent to Housing Association. **Complete.**
- iii. Village Hall Hire rates and charges added to the web page. **Complete.**
- iv. New Dishwasher instructions. **Complete.**
5. **MAINTENANCE/REPAIRS** – JS-L reported that the 5 year hard wiring review took place during half term and that quotes for everything on the initial report have been requested. Issues are categorised from C1 to C4, with C4 being problems that need to be resolved immediately. There were no C4s and just one C3 which relates to the control for the lights on the stage. JS-L has asked for a separate quote for this to be provided as soon as possible. Most issues were minor.

For information JS-L reported that the school have had some work done on the roof opposite the bar servery kitchen door which was the only part of the roof that wasn't included in the previous work to replace the whole of the roof. There is some guttering repair work to be done but this will be taken from the school budget.

6. **CARETAKING AND CLEANING** – The contents of the Supervisor's report were received and noted. **See Appendix 1 for report.** It was agreed that EB would investigate whether it would be better to replace the soap dispensers or to buy new refills.

**Lounge** – The lounge carpet and chairs were professionally cleaned on 3<sup>rd</sup> March and everyone was impressed with the improvement. It was agreed that regular cleaning of the carpet and chairs should be built into the budget.

**Hall** – EB confirmed that there haven't been any big DIY events (those events not supported by the VH Supervisors) since the last meeting but that there are some coming up. EB asked the school to let her know of any issues. EB also asked whether there were any concerns regarding the agreement that the school would check that the door to the main hall was locked, no issues were raised; this would be kept under review.

7. **GOVERNMENT DECARBONISATION SCHEME GRANT** – The school were asked whether they had any reservations about EB approaching CEC to ask whether the Village Hall could be

considered to be part of the roll out of air source heat pumps and photovoltaic panels on its buildings. JS raised concerns over the suitability of the site for this type of technology. JS-L advised that she would mention this at the Premises Committee meeting, due to take place on Thursday, but did have concerns about whether the roof would be strong enough. It was, however, agreed that there would be no objection to EB approaching CEC to find out more about the scheme.

- 8. OUTREACH POST OFFICE** – The committee were asked to consider whether it would be feasible for an Outreach Post Office to be based at the Village Hall in order that the service in Goostrey could continue. This was especially important as the 319 bus service was also under threat due to CEC's proposed budget cuts. A councillor had met with the Sub Postmaster at the hall and the cloakroom area had been identified as the only space which could be made available on a regular basis. A report had been submitted from the Postmaster (included in the document pack) which outlined how this would work and what would be required.

While it was appreciated that the Post Office was an important service for the community, the issues raised by the committee were as follows:

- Lack of car parking space at school pick up time when the Post Office would be open, in combination with village hall hirers.
- Additional cleaning costs given the number of people that it is estimated will use the service.
- Reduced access to the cloak room for village hall users.
- Reduced access to the heating controls and key cupboard and meters etc.
- Disruption to village hall hirers through possible additional noise and crowding.
- Potential loss of income for the village hall if hirers decide to go elsewhere due the impact of the Post Office on their events.
- Geographically distant from much of the village.

The committee agreed that the Village Hall wasn't a suitable place for the Post Office to be located despite its sincere wish to support the service in Goostrey. The committee recommended that all other avenues of enquiry are exhausted before any further review of the Village Hall as a site is considered.

- 9. VILLAGE HALL MARKETING PLAN UPDATE** – Yvonne is going to investigate the use of Instagram alongside Facebook to market the village hall as this might help to advertise the hall to a slightly younger demographic.
- 10. BUDGET REVIEW AND MONITORING** – It was noted that the Village Hall receipts were doing exceptionally well following a slow start caused by Covid and the budget looked healthy.
- 11. VILLAGE HALL RESILIENCE** – Yvonne and Chris are leave and it was confirmed that Emma is covering all aspects of the Village Hall and does not require any assistance at the moment.
- 12. CORRESPONDENCE** – Nothing of note.
- 13. MINOR ITEMS AND ITEMS FOR THE NEXT MEETING** – JS-L advised EB that she would run a General Transaction report at the end of March so that the council can see what has gone through the recharge. Adjustments will need to be made as Central Billing still haven't apportioned any charges to the council for electricity usage for the whole year. JS-L confirmed that she would also include information on electricity usage.
- 14. DATE OF NEXT MEETING** – Tuesday 6<sup>th</sup> June 2023.

Meeting closed at 7pm

## ENCLOSURES

### APPENDIX ONE – Item 6

#### March 2023 Management Report

Since the last meeting in we have received 47 bookings, 8 of these are new bookings, the rest are returning clients extending or returning to the Hall.

Good news is that Stand Strong are coming back to the Hall on Monday afternoons. We are still awaiting confirmation on the car rally in September.

The DIY hire of the main hall has not yet actually happened to date, but the [REDACTED] Booking in the Hall on the 11th March has opted for this option, as have [REDACTED] starting with their April booking on the 18th and their subsequent meetings on the third Tuesday of each Month, We do not anticipate any issues arising from [REDACTED] going DIY but the internal doors will be unlocked in the hall the following Wednesday mornings.

We also have a new children's baking party business called Speckled Hen who used the Bar Servery Kitchen who are returning to the bar servery kitchen for 2 more bookings which is also DIY but only in the Bar Servery Kitchen.

A number of cycle clubs have also re-booked and Pinarello have been in contact for a repeat of their open day.

I joined Emma on a Zoom meeting in respect of Scribe for Hall bookings, there would seem to be some benefits from this system, but both Emma and I don't think enough at time now to change over to it, but both Chris and I would like to re-visit their Youtube sessions to evaluate it further.

The soap dispensers especially in the gents are leaking as the "replaceable" soap bottles inside are worn out so we have to keep cleaning the area around the sinks as the soap leaks out from where the bottle screws in to the dispenser (and in one location the leaking soap has removed the paint from the wall). When we started Sharon advised us that as these "non replaceable" bottles were expensive, she re-filled them and advised us to do the same, which is what we have been doing even though they are not really designed to be refilled and they are starting to go the way of the one in the Disabled toilets as the bottles now leak (which was disabled before we started and has a 'stand alone' hand soap bottle on the sink instead). As mitigation we are not re- filling them fully and new bottles, if available, may address this issue but the holders themselves are all starting to look tatty.

Lastly we are on leave, so please accept our apologies for non-attendance!