

**Meeting of the Garveston(e) Village Hall Committee held in the Hall on Friday
25.2.2022 at 10.30 am**

Present: Steve Smith (Chair), Andrew Blake, Margaret Jennings, Ruth Gooch, Jon Gooch

1 Apologies

Dot Leeder

2 Minutes of the previous meeting held on 31st January 2022

Agreed subject to correction: Parish clerk *is* available by email

3 Matters Arising not elsewhere on the Agenda

Cleaner: no progress on UTR or jobs list as yet, or monthly invoice: to be sorted this afternoon. One job needs to be cleaning cooker after a kitchen hire.

Members handbook *carry over*

*QEII Field: can we replace current sign and have a closure/exclusive sign for when it's hired? Saying no right of way but available for public use except when hired? Jon to deal
Field charge 5 per hour – including football practice, unless they maintain it, when they would only pay a hire fee 5 per session for toilets? Otherwise maintenance needed
Football posts and high netting yet to be delivered*

Roundabout will be installed in June

Jubilee – is the beacon to be lit at 9.45 on 2nd, or 5th June?

Kitchen refurbishment carry over

Scuffs on hall floor: will be inspected asap

Hall Floor, roller skating(!): no issues so far, should we monitor

License for car parking residents: JG to send blank to AB, SS to send names and addresses to AB, who will send renewal forms from 1st Jan 2022; Margaret to ask owners for license numbers for individual cars' positions. Addresses are 14 Carole Wright; 15 Roger F Pitt; 16 Richard D Gillespie

4 Financial Report

There is c.39K in the current account

Do we have a financial plan and reserve policy, as we get back to 'normal'

Banking arrangements – Steve has forms, signed at the end of the meeting (so not by Dot); protocol is that all signatories need to have access to the accounts via online banking

Jon to share accounting spreadsheet system

5 Membership

6 Reports and Running items

Meet'n'eat – *to be a Village hall event, so no hire fee (and insurance covered, catering certificate and reporting)? Free Christmas lunch? 1st of the new events will be on 4th May*

Hogroast *possible pick-up by parish council/churchyard re Jubilee on 2nd June?? Chip van?? Ticket sales?? Margaret to enquire; may mean cancelling tae kwondo*

Bowls Club shed: *was a victim of the storm, replacement needed, we concur*

Bowls Club bills: *Their water meter is currently static. We pay by direct debit. They have had 3K of our grant; they covenant to pay for water used during the previous season, and currently owe 782 over two years (we didn't read it previous year). Electricity bill was not read in 2020, September 2021 read £60.99 over each of three seasons. Jon to negotiate.*

PAT testing and emergency lights *to be done next week*

Coronavirus restrictions *to be lifted, including the QR code posters; hand sanitisers to remain in situ*

Audio Visual cupboard: *Hire charges – 10, or 20 for commercial - or refundable damages 100 deposit plus 5 per week for the new dance class? Lock code to be changed on a hirer's basis*
Storage of chairs

Jon and Ruth have DBS certificates

Website: *review service at £45? Go ahead*

Cleaning of chairs *quote is at £5 per chair so £500. Repair broken ones? Ask Rachel to quote*

Wall lights improvements: *quote is £1802, no VAT, but we didn't like what was offered. Dimmers? More quotes needed*

New power supply for video projector: *quote is at £300 or so*

7 AOB

8 Date of next meeting

25th March 2022