

Halberton Village Hall Management Committee
Minutes of the meeting held in the Jubilee Room on the 17th October 2023 at
7.30pm

Present

B.Corden, R.Mayes, K.Browse, P.Grabham, D.Affleck and R.Stevens.

1. Apologies : J.Anderson and C.Graham.

2. Public Forum: None.

3. Minutes of last meeting:

The minutes were read by members and all accepted these as a true record of proceedings and the minutes were duly signed by the Joint Chairperson, B.Corden.

4. Matters Arising:

Mr Andy Dunn, VH Heating Engineer, attended our meeting in order to help answer various questions Trustees had regarding our new boiler. After a **very wide ranging discussion** it was proposed by R.Stevens and seconded by B.Corden that we integrate “Hive” into the system with the foyer thermostat being changed to a “frost thermostat” only.

Unanimous

Mr Dunn was asked to give us a very “ball park figure” for the zoning of two areas. The committee thanked Mr Dunn for attending our meeting.

Mid Devon Show area.

Again after a wide ranging discussion the following options were identified:

- New gas supply, new boiler with new radiators. This gives the advantage that MDS will be separate from the main hall system and hence we will have no billing problems. The disadvantage is that this would quite likely be expensive?
- Integrate new radiators into the main hall heating system and come up with a way of calculating a bill for their gas usage. The advantage of this option is that the whole building is heated from a single boiler which may be advantageous in the future? Disadvantages may include cost and calculating gas usage.
- Electrical heating system fully funded by the MDS who have their own electrical supply.

These points will be raised when the various lease sub-committees meet on Thursday 26th October.

**Co-Chairperson
B.Corden and
Secretary.**

Secretary

Lease sub-committee

5. Correspondence:

Due to having covid our treasurer emailed committee members with the following:

Carol explained that she wasn't able to pay Andy Dunn for installing our new boiler. In order to overcome the problem she suggested that she pays the money into her bank account and then, when the cheque clears, she pays, by BACS, Andy from her account. **It was proposed by B.Corden and seconded by D.Affleck that in order to overcome this problem we agree to these transfers.**

Unanimous.

Andy Dunn informed the committee that he was going on holiday at the end of the month and it would be best to organise, with our treasurer, the BACS transfer of money on his return.

Also:

I am still worried about adding the Mid Devon Show to our gas bills as we will most definitely incur climate levy charges and 20% VAT in certain months. We are not exempt as we charge people to use the hall. I still believe it would be better if they had a separate system!

6. Treasurers Report:

The bank balances were as follows:

Santander	£14,292.74
HSBC Affirmative Account	£48,189.25
Total	£62,481.99

7. Website Update:

We have had further bookings, via our website and Facebook accounts, since the last meeting.

8. Fundraising:

The October quiz night was successful.

Apple pressing day was very enjoyable and again successful.

9. On-going Development Project:

The area for our over-flow car parking spaces needs clearing. Trustee, P.Grabham, hopes to start this work as soon as possible. **Nb the soil will be taken and distributed to the area above the main orchard.**

10. Repairs and Maintenance:

Work to "box in" the unsightly pipework in the ladies toilets will be tackled by trustees and community volunteers as soon as possible.

11. Additional points for consideration:

Reset the external timer lights to winter settings. **Done**

Reset the lobby thermostat to winter settings. **Done**

Kitchen dishwasher update. **Installed and is working very well.**

Redecoration of the Main Hall. **A quote has been received for this work. It was proposed by R.Stevens and seconded by D.Affleck that we accept our painters quote.**

Treasurer

Trustee
P.Grabham.

Various Trustees

Co-Chairperson
B.Corden

11. Additional points for consideration continued:

Fire evacuation procedure policy. **Deferred until the November meeting.**

Mid Devon Show and Village Hall lease sub-committees

After a wide ranging discussion it was proposed by B.Corden and seconded by R.Stevens that the rent increases, be as now upwards only, adjusted every three years and continue using the consumer price index to calculate the increases. For the 6th January 2024 this will be 10.9% making the basic rent £3,743.00.

Unanimous

Other amendments / additions to various lease clauses were discussed and agreed. In the lease, clause 5.20.6, the word public needs to be removed.

12. A.O.B:

Mr David Disney, who represented the Halberton Singers, has resigned from the committee. The Secretary emailed him to thank him for becoming the Halberton Singers rep in the first place and asked if someone else from that group would like to volunteer?

Meeting Closed: 10.15pm

DONM: 21st November 2023

Next meeting Tuesday 21st November 2023 at 7.30pm in the Jubilee Room.

AGENDA

- 1 Apologies**
- 2 Public Forum**
- 3 Minutes of Last Meeting**
- 4 Matters Arising**
- 5 Correspondence**
- 6 Treasurers Report**
- 7 Halberton Village Hall website**
- 8 Fundraising**
- 9 On-going Development Project**
- 10 Repairs and Maintenance**
- 11 See additional points for consideration**
- 12 A.O.B:**

Date of next meeting 16th January 2024.

Additional points for consideration for the November meeting:

- Fire evacuation procedure policy.
- Feedback from lease sub-committee meeting with the Mid Devon Show Trustees.
- Refurbishments update.
- Hive heating installation and App download. How do we monitor the Hive system?
- HVH Trustee Rota.
- Devon Communities Together -- Village Halls Audit Year One Report. Available for download from our website/Homepage/Trustees link/Password protected.