

## Henry Samuel Village Hall Committee

Minutes of the meeting held on Monday 16<sup>th</sup> December 2019 in the Henry Samuel Hall, Steeple Road, Mayland.

1. Welcome.

Carolyn Gilbey opened the meeting at 19:05.

Attendees:

Carolyn Gilbey                      Barry Edwards

Linda Haywood                      Mel Clarke

Terry Kelly                          Rob Webb

Debbie Down

2. Apologies for absence Pat Wright.

3. Matters arising from the previous meeting.

Linda Haywood has now received the keys from Craig Burridge. There is still no information regarding the black bin and the key safe is not yet up and operational. Carolyn will get the keys from Karen. There is to be a grant meeting organised for the 21<sup>st</sup> January at 18:30. Barry is still waiting to hear from the architect and Linda will ask Mark Ebbs, who works in this area about plans and building control applications and whether we need them. She will try and arrange a meeting between him, Barry and Terry. Barry is still working on the Land Registry. Current funds in the account are £5213.83 and £905.25 as of the previous minutes. The Terms of Reference were not on the previous parish agenda and Barry will try to get them put on this one.

Proposed: Barry      Seconded: Mel

4. Update from Vice Chairperson Carolyn Gilbey.

First on the agenda was the resignation of chairperson Karen Ball. Karen has stated that due to circumstances beyond her control, she needs to take a break and step down as chairperson but would still like to come back as a member of the committee in a few months.

Barry raised the ongoing issue of communication problems within the committee and it was agreed by all that there is a problem which needs to be resolved. Linda suggested that the Whatsapp page be removed and that all communication goes back to email as there was the feeling that people were misinterpreting the conversations on the group chat. Debbie also raised the concerns of lack of manners and common courtesy within the group and people not responding emails or text messages. Carolyn agreed and it was decided to move on from this problem by being more organised and setting targets. Barry offered to set up one Gmail account for the HSH but this was declined by the majority as it would be too confusing.

#### 5. Annual Accounts.

Barry has advised the committee that the annual accounts have to be finalised by the 31<sup>st</sup> December 2019. Linda Haywood has now finished updating the accounts and the address on the statement needs to be changed. We cannot have online or telephone banking until the mandate has been set up. It was agreed that the bank statements be sent to Mel Clarke. All accounts are up to date to December.

We have had an £88 donation from the church choir service and the sleigh raised £1092.18 after expenses.

It was decided to give £192 to the sea cadets for their help during the weekend. The football club will receive 1/3 (approx. £300) and the HSH will receive 2/3 (approx. £600).

The savings account currently stands at £7505.87 and the current account £736.69.

We are currently in credit with the electricity.

#### 6. Grant Applications.

The CIF grant has been refused and we need an architect as advised by Sue Gibson before application. We can apply in middle of January. Barry has signed up to the Give as you Live foundation which will donate a percentage of you spending on certain online shops to your chosen charity, in this case Henry Samuel Hall. Everyone has agreed to do this.

#### 7. Upcoming Events.

Upcoming events were discussed with references to future boot sales when the weather starts to get better possibly from March. The possibility of an Easter event, comprising of an Easter egg hunt and a bake/off event. The committee decided that it would be good if we could work out events for a 12, month cycle. This will be discussed in the January meeting.

#### 9. Any other business.

It was decided that all bills will go to treasurer Linda Haywood and correspondence to Barry Edwards. This will be discussed at the next meeting in January.

Mel has enquired as to whether we have a plan B should the HSH be beyond renovation or we unable to get the grants and funds needed to cover the costs of a large scale, project such as this. It was asked and queried by all whether the committee should suggest what happens to the hall or should it be the people of the village who have a say in this as the hall is a long, standing part of village history. Suggestions will be formulated in the New Year. Barry will check the liability insurance to see if it covers volunteers working on the renovation of the hall. Terry and Barry will work out a plan of action.

Terry has raised questions about the improvements and possibly a concealed entrance sign and the permissions needed along with prices for said signage. Debbie will sort out.

It was suggested that we could possibly encourage some more committee members from the village.

Linda brought to the attention of the committee that on Sea View Parade there is a large amount of shingle that is on offer for people who wish to

collect free of charge and that we could possibly use this in the car park at the hall.

Barry has suggested that we advertise for an architect and put out an S.O.S for any tradespeople online who could possibly help by donating their time. It was also suggested that we may possibly be able to advertise in the Mayl online. Rob also suggested sending out a You Tube video asking for help from the surrounding communities.

It was suggested and agreed that we send a letter of thanks to the asbestos people who did the survey without charge and to Tracey Carpenter and the sea scouts for all their help.

Terry has asked that we enquire into charges of V.A.T, on charitable organisations and Debbie will do this.

It was decided that we each put out newsletters in designated areas.

Carolyn suggested we hold regular committee time able meetings. This was decided to be a good idea. Debbie will book the hall for the third Tuesday of every month until further notice.

10. The next meeting to be held on 21<sup>st</sup> January 2020 at 19:30 in the Lawling Park Hall. 18:30 for the grant meeting, for those who wish to attend.

Carolyn closed the meeting at 20:42.