

BRANDESTON VILLAGE HALL MANAGEMENT COMMITTEE MEETING

Minutes for meeting on Weds 16th June 2020

This meeting was called during lockdown due to the Covid-19 pandemic and was therefore held via the online platform ZOOM as we were unable to meet in person.

Present via ZOOM: Sue Thurlow, Terry Robinson, Cara Duffy, Sandra Roberts, Paul Baker, Michael Cousens, Kathy Churchill, Jane Mitchell, Mary Ketley, Karren Piper

Apologies: Ruth Garratt

Agenda:

The minutes dated 1st May were signed off with no amendments.

Financial report:

In 2019 the Village Hall carried forward a surplus of £3,003.17, mainly due to the fact that we had no large costs to cover and that the Tennis court account has now been incorporated into the main hall account.

It was agreed that fundraising had been a success, with an increase in profit for the fete and ‘People with Passion’ talks, but we were £1400 down compared with 2018 for money raised by hire of the hall. This was mainly because we had no wedding bookings in 2019.

KP raised the point that our oil use seemed very high, the cost being nearly double that for 2018. JM suggested this might just be an accounting issue, with bills falling within the same financial year thus distorting the figures.

Action - KP to look to make sure this is the case and TR to double check oil consumption.

Bookings/Fund raising for 2020/21

Looking at this year, CD confirmed that as of 17th March, hall bookings were down by £3572, mainly due to events being cancelled/postponed due to Covid. However, the majority of classes booked for September onwards are still going ahead but these will of course be reviewed over the summer and may be dependent on when we decide reopen the hall and the new restrictions that we will have to put in place.

JM raised concerns re the loss of earnings from fundraising this year due everything being cancelled – including some big events such as the fete and Dunwich Dynamo – and estimated that we will be already £5500 down.

ST agreed but at this stage we still have to wait and see what happens. She asked the committee for their thoughts/ideas on this and whether we should consider reopening the hall. KP felt that we should explore options about holding some outside events, not just to raise money, but to keep the community as a whole involved and connected. She suggested a quiz or a summer walk and picnic.

CD was in support of this idea and agreed we should only hold events outside at this stage.

MC felt that the 2m distancing rule made events inside very difficult and that we should not

reopen until this changes.

MK agreed with MC and felt the hall should remain closed until the Autumn. The rules connected with reopening were very complicated and we need to review this before making any decisions. She was in support of any outdoor events.

KC in support of outdoor event, we could hire in an ice-cream van or do something fun for the village at no cost.

JM felt that a funded community event would be good idea. The hall is such an important part of the village and it has been absent during lockdown. It would be good to be seen to do something to bring everyone together. We need to keep an open mind about reopening as the new procedures do allow us to reopen safely and to a certain extent it is up to those who run classes to ensure they adhere to the rules.

SR agreed that the Coffee Morning has been missed and it would be good to find a way to support this sector of the community.

Overall, the committee are in favour of trying to find a way to hold an event, but only if this can be done in compliance with the new guidelines. We have a responsibility to support the community but also have a duty of care to protect those who are more vulnerable.

ST agreed that we should all have a think and bring ideas to the next meeting in July.

Updates since the last meeting:

Grant: ST confirmed that we had been successful in our application for the £10,000 grant and that this had already been paid into our account.

Re-sanding the floor: Prior to the meeting TR had secured a firm quote Hyde Flooring, a local firm who do not charge VAT. TR put forward the case that a full sanding was preferable to a light sanding, which we did in 2017 and just freshens up the appearance but does not get rid of the scratches.

The cost for a light sand is £745 and a full sand £2285

Hyde Flooring confirmed that the full sand would mean the floor would be good for another 6-7 years and therefore the floor should last for another 30 years.

The committee agreed that now as a good time to work on the hall as it is currently closed and that a full sand was the best option. We have put money aside in the maintenance fund to cover costs such as this and therefore we should book it in.

Action - TR agreed to call him and get it booked asap.

Painting the interior of the hall: Prior to the meeting SR has circulated a quote from Rachel Mckoen Services:

Main hall below dado rail and foyer – estimate £520 including materials.

Main hall floor to ceiling, foyer, Meeting room and corridor – estimate £1249 including materials.

It was agreed to go for the second option, as once again it is a good time to carry out the work whilst the hall is empty. ST questioned if Rachel had insurance if she was going to be working at height and SR confirmed this was the case.

CD suggested that we also change the colour now that we have a chance.

Action - SR to book Rachel in after the re-sanding of the floor had been completed and CD, KC and SR agreed to meet and choose a suitable colour.

Tennis court: JM raised the issue of balls the tennis court netting being used to kick balls against and that this was having a detrimental effect. It was agreed to put up some notices to ask people not to do this. TR agreed to help with this and also questioned if the fencing needed re-tensioning.

Action - JM to ask Cambridge Courts about the re-tensioning and TR to do the signage
JM also raised the question of the management of the tennis court as the membership scheme is no longer running. KC agreed that membership was not taken up last year as people felt they could just turn up and play so it was not a priority. JM suggested we keep the issue on the agenda and organise one fundraising event a year specifically to cover any costs incurred by the tennis court.

Grass Cutting: JM felt that the grass was too long and was disappointed that the school had not cut it. She raised the question that if the arrangement was not working, we might consider booking someone to do it on a regular basis. CD thinks it is important for the school to have a connection with the village and that it has worked well in the past. JM agreed but would prefer the arrangement to be formalised.

Action - PB to speak to the school to try and a definite cutting schedule for the rest of the year.

Dunwich Dynamo: Although the event has been cancelled, JM wondered if we should still set up a refreshment stop for those cyclists still planning to do the journey to raise funds. It was agreed that this year we should not do anything.

AOB:

CD advised the committee that Alex Brinker has availability to deep-clean the kitchen. Agreed to let him know as and when we decide on a date for re-opening and depending on what we do re the kitchen refurbishment.

KC put forward the idea that we commission one of Martin Chapman's paintings to be hung in the hall. He is such a familiar sight to anyone walking the bridges and one of his paintings would look fantastic in the hall. It was agreed that this would a lovely addition to hall. KC also wondered if we should hold an exhibition in the hall as part of the reopening to celebrate what people have been up to during lockdown – painting, textiles, ceramics etc. Agreed this would be fun.

Action - KC to ask Martin and send a village email re the exhibition.

KP raised the fact that we have 11 bottles of Adnams rose in stock and also some cartons of orange juice that will go out of date soon. Suggested the orange juice is given to a food bank and that we offer the wine for sale via the village newsletter.

DATE OF NEXT MEETING – Thurs 30th July (Weds 15th July was postponed)