

## **BRANDESTON VILLAGE HALL MANAGEMENT COMMITTEE MEETING**

### **Minutes for meeting on Monday 26<sup>th</sup> April 2021**

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:** Sue Thurlow, Terry Robinson, Cara Duffy, Paul Baker, Kathy Churchill, Mary Ketley, Karren Piper, Michael Cousens, Sandra Roberts, Jan Baldwin

**Apologies:** Ruth Garratt

**Agenda:**

#### **Welcome:**

ST welcomed everyone to the meeting and especially to Jan Baldwin as this was her first meeting since re-joining the committee.

#### **The minutes dated 25<sup>th</sup> March:**

All signed off as accurate.

#### **Financial Report:**

KP reported at the time of the meeting the hall's financial position is:

Maintenance Account £14,324.72

Village Hall Account £15,517.05

Tennis £3109.31

KP confirmed that the majority of the bills are paid, including the kitchen refurbishment which to date has amounted to costs of £12,076.07 but that bills for the plumbing, decorating and electrics were still to come.

Looking at overall costs, the monthly costs of running the hall, including BT, insurance, heating, and cleaning is approx. £317.

#### **Maintenance Report:**

TR confirmed that Paul Morgan was booked in to finish the decorating of the kitchen on 27<sup>th</sup> April, that the central heating and hot water taps were all now sorted and that the water softener is working.

ST confirmed that she and CD were booked to come and clean the kitchen and put everything back in place on the 10<sup>th</sup> May. JB offered her help and they agreed to meet at 10am.

CD confirmed that Proclean were also booked in for 13<sup>th</sup> May at a cost of £550 + VAT.

TR advised that now the hall is re-opening, care should be taken when moving the sofa in order not to scratch the floor. He has already replaced the castors under the larger sofa and will keep an eye on the castors under the smaller one and replace if/when necessary.

TR reported that during the weekly inspections there is some rot on some of the exterior windows to the west that needs watching and that the 4 round tables on the patio are rotten and should be replaced – ST/CD said they would check the tables on the 10<sup>th</sup>

TR has inspected the playground and more bark will be needed this summer – approx. cost £800. The Zip Wire is now fixed.

KP suggested that any new tables should be treated yearly to prolong life and that perhaps the

tables by the zip wire could be moved to the patio.

**Action:** ST/CD to check the round tables and advise if new ones should be purchased now.

**Action:** TR to keep an eye on the playground bark and advise when it needs replacing.

**Action:** TR to replace the sofa castors.

### **100+Club:**

PB confirmed that all money is now in.

The total is 106 – 16 down on last year – but this might be due to members not transferring the Standing Order to the new village hall account. These were advised by letter at the time and followed up.

### **Re-opening the Hall:**

CD confirmed that the sub-committee had finished the final documents which they will put in a folder in the hall for users to refer to. They have the posters and hand sanitisers and have been in touch with the regular users.

Pilates & Yoga: they are still waiting to see what happens after the 17<sup>th</sup> May re clarification of numbers allowed and social distancing etc. and may start with outside classes.

Art Classes: keen to return with a max of 7

Glow: unsure at the moment

Camera Club: postponed until September

Whist and Table Tennis: will resume on the autumn

Toddlers: will run with a max of 15 until 21<sup>st</sup> June

Coffee morning: will wait until 21<sup>st</sup> June before deciding.

CD also reported that the Toddlers group are having a sort out and sale of any unwanted/excess play equipment so she will discuss their storage space with them.

KP asked re Scouts 7 Beavers – CD confirmed that they are joining forces with the Kettleburgh group.

TR asked where the freezer will go as not room in the kitchen – suggested the Booze cupboard.

### **Fundraising:**

The following events have been confirmed:

**22<sup>nd</sup> May:** Plant & Cake Sale at the pub in conjunction with the Church.

ST is in charge of cakes and asked for offers from bakers – SR, KC. KP agreed to help.

JB offered to help run the cake stall, doing the afternoon from 1-4pm.

**29<sup>th</sup> May:** Breakfast/Walk/Litter Pick 8-11am drop-in event.

KP will run this with SR – offering bacon rolls and tea/coffee to takeaway and eat on the playing field, or with a few restricted places inside. Details to be finalised but might tie it in with a walk from the hall and a litter pick around the village which KC will help with as East Suffolk are not running the same Litter Pick scheme as last year.

**26<sup>th</sup> June:** BBQ to celebrate the lifting of restrictions.

This will be led by MC and by then we will hopefully not be restricted by numbers. It will be a celebration of being able to meet up again and use the hall and the facilities.

**10<sup>th</sup> July:** Village Fete at the pub.

PB confirmed that the Church are happy with this new date and now there needs to be a discussion as to how the event should be run. Ideally it would need to spread out across both sides of the pub car park and to have the stalls in separate marquees.

CD said that now is a great opportunity to give the fete an overhaul and to work out which stalls work and which don't. She also thought that the pub should do the BBQ and that the fete should offer proper afternoon teas instead.

JB suggested that all stalls should have hand sanitisers available in order for people to feel as safe as possible.

MC commented that by this time all restrictions might be lifted and that most people will have been vaccinated and being outdoors means there is very low risk of transmission.

SR pointed out that some people might not have been vaccinated and that, as we will be on pub premises, we may have to confirm to their restrictions.

KC commented that at this point we should be prepared to be flexible as July is still a while away and no one knows what the situation will be by then.

MK thinks a revamp of the fete is a good idea. We could make the bric-a-brac more selected and lay out small table for high tea. KC confirmed that this works well at Kettleburgh Fete where everything is sorted the week before and the vintage/quality items are kept for the 'Brocante' stall.

ST said that these are all good ideas and that there needs to be a proper fete meeting where everyone is invited to be part of the organising and to put forward ideas. This is usually late May and will be advised via village email.

ST confirmed that Pat and Darryl would like to run the Olympics in August but will need helpers and that the Passion Talks will resume in November.

KP/KC confirmed that the disco will be pushed back to Sept/Oct.

ST also advised that Aaron and Lucy are having a 10yr Anniv party in 2022 and have once again very kindly offered the use of their marquee for a village event as it will be the Queen's Jubilee. Darryl is leading this and KC has already volunteered to help. More details will follow as a meeting is planned for June.

#### **Solar Panels:**

MC had investigated whether having solar panels fitted to the hall would reduce electricity costs. The hall bills are low – approx. £1000 a year – and the cost of fitting panels is high - £10k for 20 panels – and although they would generate enough electricity in summer, in the winter we would have to top up. Overall, the outlay was too high, and without a deal such as a high feed-in tariff, it was not worth pursuing at this time.

ST thanked MC for his time looking into this.

#### **AOB:**

TR has checked broadband prices and advised that Fram Broadband have quoted as follows:

Monthly costs: 35Mbps Download, 10 Upload - £33.99 inc VAT

Contracts are 12 month, and then 30 day rolling.

VOIP telephony for £12.99 inc VAT with 2000 free monthly minutes to UK landlines and mobiles.

BT do offer cheaper deals but from our past experience they are a nightmare to deal with.

They currently will not update our contact details and you can never speak to the same person and so it might be worth giving Fram Broadband a go for 1 year to see how they perform.

TR confirmed that if we do use them, they will handle terminating the BT line and swapping it all over. They are aware of the speeds we need for streaming films etc and have confirmed that 35Mbps will be sufficient.

All agreed to give it a go.

**Action:** TR to contact Fram Broadband to set it up

**DATE OF NEXT MEETING – Monday 7<sup>th</sup> June**