

**MINUTES OF THE MEETING OF THE WEST WINCH VILLAGE HALL MANAGEMENT COMMITTEE
HELD TUESDAY 9th April 2024 IN THE VILLAGE HALL AT 7:30PM**

PRESENT AND APOLOGIES

Alan Johnson – Chairman; Rob Shaw - Parish Clerk; David Brownhill, Shirley Broadhurst, Jean Kingston, Sheila Reed, Sandra Ireland, Paul Moss, Danielle Thrower – Hall Manager

Apologies: Helen Watson, Jill Findley, Sarah Burke, Michele Summers

MINUTES OF LAST MEETING

It was agreed that the minutes of the Committee Meeting held on Tuesday 12th March 2024 be accepted as a true copy. Proposed- D Brownhill Seconded - S Broadhurst

MATTERS ARISING

There were no matters arising.

CHAIRMAN'S REPORT

To note, that there is nothing to report on until we move forward with the trustee's meeting and a more stable ground to build on and to install a new Village Hall Committee in its place.

FINANCIAL REPORT

The Clerk stated the current balance of the new bank account was £12968 as of the 9th of April.

There is another large invoice to pay for Pristine Cleaning of £1015.73.

Bills paid recently: - Gas Bill for March will be £652.16, Fenland Fire - £50.40, and recharges for New Website, repairs and Hours of £615.03

HALL MANAGERS REPORT

Apart from the regular hires currently, Danielle has taken on three single hires/events since the last meeting.

We have had an enquiry from a Netball team since we lowered the cost of a Friday night.

We discussed the possibility of obtaining tenders for the cleaning of the hall as the current costs are very high.

The Terms & Conditions are to be updated for the bookings due to no cancellation policy or guidance in place.

The Fire extinguishers are now all up to date and the Fire checks are being done on a regular basis.

CCTV is the next learning experience for Danielle.

REPORT FROM TRUSTEES RE: PROGRESS OF TRANSFER TO PC.

The Charity Commission has been contacted with all the relevant paperwork required for the Trustees to hand over the hall to the Parish Council. This will take approximately 30 days and we await their response.

SAFETY MATTERS REPORT

6 Fire alarm / test point tests have been carried out over the last few weeks and there are a couple more to do. A sign has been purchased for the fire assembly point for the hall and a route has been mapped out in the event of a fire. This will be firmed up and put into place and practice by the next meeting. All other work as discussed previously are ongoing.

ITEMS TO CONSIDER.

1. New Website – This is now up and running and has had one enquiry via this site already.
It will require updating with information from all parties involved and Danielle will be trained to edit it as well as items being added by Rob.
2. As discussed in the finance report the hall now has a new bank account, with a higher rate pf interest and we are just waiting for the funds from the previous bank to be transferred before it is closed.
3. Fenland Fire LLP have made recommendations for two new fire extinguishers and one replacement for the kitchen. The committee agreed this work is required at a cost of £200.25 plus vat. This will be put in place by the Clerk.
4.
The other two agenda items have been postponed until the hall changes hands to the Parish Council

Date of Next Meeting: - 14th May 2024 at 7:30pm

MEETING CLOSED

Meeting closed at 8.35.

Approved Chair.....

Date -.....