

# STRUMPSHAW PARISH COUNCIL

## Community Hall Committee

### MEMBERS OF THE PUBLIC AND PRESS WELCOME

The Strumpshaw Parish Council Community Hall Committee will meet on Saturday 27<sup>th</sup> April at 11am at Strumpshaw Community Hall, Mill Road, Strumpshaw NR13 4FS

### AGENDA

1. Apologies for absence
2. Declarations of interest
3. Elect chair for the 2023/24 financial year
4. To approve as accurate the minutes of the last formal meeting of the CHC
5. Review end of financial year position
6. Safeguarding
7. Resources and succession planning
8. Review maintenance log and identify other maintenance required
9. Review outstanding actions
10. Raising money for community asset improvements
11. Events
12. What do we want to achieve this year?
  - Resurface car park?
  - Other ideas?
13. What must we do this year?
  - Electricity Contract
  - Redecorate?
14. Charging SAM2 batteries – consider
15. Any other business
16. Date of next meeting and items for the agenda

## Papers/notes

### 5. Review Finances at end of year

Cost Centre	Opening Balance	Spend	Receipts	EOY Balance
Op & Main	£19,241	£4,138	£11,787	£26,891
Imp & Dev	£4,431	£722		£3,709

Overview:

- Income was above budget in both ad hoc hires and CHC run events.
- Spend below budget, only cost centres above budget were insurance, sewerage, and intruder alarm servicing.
- So, we have as planned, increased our reserves.
- This year's budget looks fine based on these full year figures.

### 7. Resources and succession planning

- try and recruit 'friends of the community hall' to add to our resource pool and find successors?
- any other ideas?
- Anyone we could approach?
- How advertise?

### 8. Review maintenance log and identify other maintenance required

- Broken drain grill
- Window cleaner – Sarah's quoted £14
- Grass seed for shaded area

### 11. Events

- Gloucester review lessons learnt
- Events we want to run this year
  - Macmillan coffee morning?
  - Race night?
- Yare folk night – Les email: 'At our gathering last night I raised the subject of the annual concert and there is a consensus that we should go ahead. Does the committee feel this is worthwhile/compliments your vision for the community? If so, is the committee willing to host again? If so, we would suggest Saturday 16th November. Our members also voiced that a ticket price of £5 would be more appropriate and that publicity and promotion should begin earlier than last year. A possible theme will be something to do with sea and the 200th anniversary of RNLI which would be our designated charity for the 50/50 proceeds'
- Talks?
- New ideas...

### 12. What do we want to achieve this year?

- Resurface car park in tarmac (or other permanent material), benefits identified below, do we want to get quotes?

Benefits:

- 1). Parking spaces can be accurately marked out thus making better use of the space.

- 2). Quieter for neighbours.
- 3). Easier to drive on.
- 4). Permanent.
- 5). Reduced maintenance (e.g. weedkilling).
- 6). No need for marshalls at events.
- 7). No risk of stones breaking windows.
- 8). Looks more attractive.

- Change communal toilet area into two separate cubicles – lots of benefits, do we want to get quotes?
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- Improve external lighting? Car park? Near shed? In enclosed lawn area?

#### **14. Charging SAM2 batteries**

The parish council has suggest this is done at the hall to avoid a cost being incurred by a volunteer. They need doing once a month, not sure how long it takes to recharge. What do we need to consider? Can they safely be left unattended to recharge? If so how prevent theft if hall in use? How can we do it without giving someone else a key? What else do we need to consider?

#### **15. AOB**

- Brownies overnight hire 8/9 June – checks and read water meter.