

STRUMPSHAW
PARISH
COUNCIL

Community Hall Committee Formal Meeting Report 01/11/23

Committee members present: Mark Hopkins (MH), Sarah Cartwright (SJC), Tina McAulay (TMc), Lynda Hunt (LH), Bob Hunt (BH), & Rod McBride (RM)

	Action
1. Apologies for absence - Sophie West (SW)	
2. Declarations of interest - none	
3. To approve as accurate the minutes of the last formal meeting of the Community Hall Committee (15/5/23) – agreed – signed copy will be passed to Tanya.	SJC
4. Agree 2024/25 financial year budget – <ul style="list-style-type: none"> • We agreed to increase hire charges by £1 an hour for regular and ad hoc hirers. Sarah to update scribe fees and let hirers know. • We agreed to allow the PC to use the hall for no charge. • We agreed the budgets that are now in Scribe. • We agreed to continue to investigate investment in more solar panels and battery storage despite a potential cost of approx. £12k as payback would be approx. 10 years. We will investigate potential grants to fund too. BH to work to get PC recognised as owner of existing panels so we can claim payment for electricity we export too. 	SJC BH
5. Safeguarding <ul style="list-style-type: none"> • No issues have been recorded. No actions needed; we may explore refresher training in 2024. 	
6. CHC organised Events - Yare Folk music night on 18th Nov <ul style="list-style-type: none"> • Bob & Lynda to liaise with Les to create advertising material, and agree both parties will advertise. • Bob & Lynda sell tickets, and to agree with Les that they will sell too. • Bob & Lynda to liaise with Les re him wanting to keep half ticket money, we'll keep all bar takings. • Maximum 50 tickets at £2 each, bought in advance for cash. • Doors open 6.30, music starts at 7pm. • We'll put peanuts on the tables rather than selling nibbles. • Sarah to apply for TEN licence. • Mark to review drinks we have and buy more as necessary. 	BH/LH BH/LH BH/LH SJC MH
7. Outstanding actions & AOB <ul style="list-style-type: none"> • Defib maintenance – Tina will train Sophie • Cleaning gutters • Buy outdoor ladder and create way of locking securely in shed • Buy tool box for hall (to be kept in store cupboard) • Buy small set of indoor steps (to be kept beside Tina's cupboard) • Put up Christmas bunting 1st Dec • Bob to organise PAT testing – if James can't do we'll need to get 3 quotes • Lynda to let BADCOG in and resolve alarm fob issue • Lynda to advertise hall for adhoc hires on FB etc • All to consider car park lighting needs after dark to enable us to decide if we need to improve • Paint work in hall – touch ups needed • laminated instructions in store cupboard – haven't been put up again since the hall was painted • Clean windows and surrounds 	TM/SW RM/BH BH BH TM TM/SJC BH LH LH All