

STRUMPSHAW  
PARISH  
COUNCIL

**Community Hall Committee Formal Meeting Report 15/05/23**

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

	Action
1. <b>Elect chair for the financial year</b> – Lynda nominated Sarah Cartwright, all committee members agreed, and Sarah is happy to continue for the next year.	
2. <b>Apologies for absence</b> - none	
3. <b>Declarations of interest</b> - none	
4. <b>To approve as accurate the minutes of the last formal meeting of the Community Hall Committee (19/10/22)</b> – agreed – signed copy will be passed to Tanya tomorrow	SJC
5. <b>Review end of 22/23 financial year accounts</b> – <ul style="list-style-type: none"> <li>Operational &amp; Maintenance Cost centre started the year with a reserve of £12,670 and ended the year with a reserve of £19,354.</li> <li>Improvement &amp; Development Cost centre started the year with a reserve of £8,956 and ended the year with a reserve of £4,431</li> </ul>	
6. <b>Safeguarding</b> <ul style="list-style-type: none"> <li>No issues have been recorded. No actions needed; we may explore refresher training in 2024.</li> </ul>	
7. <b>CHC organised Events</b> <ul style="list-style-type: none"> <li>Sept 29<sup>th</sup> - Macmillan coffee morning</li> <li>October 14<sup>th</sup> – Race night (<a href="https://attheraces.org.uk/shop/">https://attheraces.org.uk/shop/</a>) and Nippy Chippy as they are the cheapest mobile food that Sophie could find and have a good reputation from people who have used them at Heathlands. We'll run a bar too. Sophie to book them</li> <li>November – date TBA Yare Folk music evening. SJC to agree date with Les</li> <li>Feb –quiz night</li> <li>Murder mystery Rod investigated but too expensive</li> <li>Talks – Bob &amp; Lynda to investigate shipwreck talk and ask Andy Guy if he would do another cold case talk in January</li> </ul>	SW  SJC  BH&LH
8. <b>Review maintenance log</b> <ul style="list-style-type: none"> <li>All scheduled maintenance completed</li> <li>Bob to ask Graham if he could collect the grass and blow the paving to ensure the grounds are left tidy after he's cut the grass.</li> </ul>	BH
9. <b>Review outstanding actions</b> <ul style="list-style-type: none"> <li>Net zero – we now have capacity to pick this up and need to research ahead of the budget setting in the autumn. Bob to ask Marcus and number 1 Mill meadow to come to a meeting so we can learn from them. Utility aid also offer assistance <a href="https://www.utility-aid.co.uk/net-zero-carbon-reporting">https://www.utility-aid.co.uk/net-zero-carbon-reporting</a></li> <li>Front door – Bob and Rod to investigate alternative solutions to the problem</li> <li>Bob to replace the outside light that has failed</li> <li>Bob to give Sophie &amp; Rod access to pcloud and the necessary training</li> <li>Bob to investigate solar lighting for the south side of the car park</li> <li>Broadband – our current contract with Plusnet ends on 4<sup>th</sup> July and they are no longer providing business broadband. Lynda researched the options and we agreed to go with bOnline. It's cheaper than Plusnet, only commits us to a year, and reviews seem good. Lynda to liaise with Tanya who will set up the new contract.</li> <li>Defib maintenance – Tina will train Sophie</li> <li>Projector screen issue – Bob &amp; Rod to work together to see if they can adjust</li> <li>Bob to give Sophie and Rod access to the admin calendar which is useful for recording holidays.</li> </ul>	BH  BH/RM BH BH BH  LH  TM/SW BH/RM BH
17. <b>Date of next meeting and items for the agenda</b> Date – tba Agenda Net zero Progress on outstanding actions	SJC