

Draft

Minutes of the Meeting of Pett Village Hall Management Committee

Monday 2nd March 2020

Present: Tim Rothwell (Chair) Richard Smith (Treasurer) Fran Pitts (Secretary) Carol Glasson, Terry Cornish

In Attendance: Philippa Strickland David Penfold (Pett Parish Council),

1. **Apologies :** Apologies were received from Judith Dean (Parish Council) and Carol Pecorini.
2. **Minutes of the Last Meeting – 13th January 2020**
The Minutes were agreed as a true record and signed as such by TR

3. **Matters Arising :**

£100 from Village Hall funds had been added to the collection for Phil and Eve Button.

A bench and other gifts were purchased from the collection and a presentation made at the monthly Coffee Morning.

Parking in Pett Road

TR noted that there had not been much take up by residents or visitors of the Village Hall's offer of parking in the Hall car park.

David Penfold offered to raise the issue at his meetings with East Sussex Highways and the new PCSO for this area. David felt that Rother Councillors had shown some interest in the use of signs which display drivers' speed and this may be an avenue to explore.

After a discussion about the hazards and inconvenience of drivers parking on verges 'Polite notices' and the planting of trees on the verges were also raised as possible Strategies.

4. **Chairman's Report**

The Suggestions Box is in place in the foyer.

The proposed Customer Survey should be ready by the AGM

The new Emergency Lighting has been fitted. However two up-lighters are not working – TC offered to speak to the electricians who fitted it.

A new upgraded key safe is in place.

The Hall sound system is proving very popular

Pett Village Flower Show – 25th July 2020

Philippa Strickland commented that the Village Hall insurance is very comprehensive and there did not seem to be other insurance costs for the Flower Show.

The Village Hall is not necessarily seen as a permanent venue for the Flower Show but the move for this year has been favourably received by many.

This years's theme is 20/20 Vision.

Whilst an evening event has not been ruled out, at present no group or individual has come forward wishing to host it. It was noted that Fairlight is holding an evening 'Fairfest' event on that day.

The Pett Village Flower Show AGM is on Wednesday 4th March.

November meeting of PVHC

TR requested that it be brought forward to 26th October to accommodate a prior commitment and this was agreed.

AcRES Survey – this takes place very 10 years. TR has filled in much of it and RS is able to provide the financial figures needed.

5. Treasurer's Report

RS noted that funds were coming in steadily with people often paying in advance.

The Lloyds account balance has not yet been transferred to the new Santander Account as some current bookings funds are still deposited there. Ultimately £700 will be transferred.

There is a current balance of £25,000 plus cash assets.

RS noted that he had received no complaints about the agreed rise in the rates for hiring the Hall.

6. Major items of Expenditure Since Last Meeting

There have been no major items of expenditure since the last meeting.

7. Booking Manager's Report

Bookings continue to come in well – every day in May has a booking.

The Art Class continues to grow in numbers.

Users continue to be pleased with the refunding of deposits by BACs.

8. Hall Maintenance Report

TC noted that both boilers had now been serviced.

9. Health & Safety:

No issues raised.

10. Safeguarding Training:

FP is continuing to work up a suitable policy for Safeguarding Vulnerable Adults and Children.

A training session for Trustees and other relevant individuals will take place later in the year.

It was noted that Trustees will need DBS checks although nearly all Committee Members have already completed one for other volunteering roles.

11. Fundraising ;

Jazz in the Village – 23rd May 2020

Posters have arrived for this,

TR offered to raise the possibility of a local singer opening the session with the musicians.

Craft Fair – 4th April 2020

Most tables have already been allocated for this.

A local writer has asked to have a stall for his books and it was felt that this was very much to be encouraged.

500 Club

Philippa Strickland noted that many renewals are due in March and that membership was encouraging at the moment.

12. Any Other Business:

AGM: Monday 4th May 2020

13. Date of Next Meeting : Monday 2nd March 2020 . 7.00pm

The Meeting closed at 8.15pm

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