

Cowfold Village Hall Management Committee

Minutes of Ordinary Meeting in the Village Hall on 24th April 2018 at 1900

Present

John Chamberlin (Chairman), Barry Sowton (Bridge Club), Linda Sowton (Welcome Club), Geoff Case (Treasurer and British Legion Men's Section), Chris Collins (Parish Council), Jenny Baldwin (Elected Member), Pat Parsons (WI), Joan Baterip (Bowls Club) and David Precious (Secretary and Cowfold Football Club).

Apologies / Absent

Eileen Precious (Horticultural Society), Dawn Jelley (St Peters Church), Debbie Miles (British Legion Women's Section) and Julie De Jager (Weald Community Church).

Welcome

Chris, representing the Parish Council, was welcomed by us all.

Minutes of last Meeting (held on 1st March 2018)

Agreed as correct and signed by the Chairman.

Matters Arising

a) John advised that two GoPack aluminium, lightweight, trestle tables have been purchased - there are now eleven available for use.

b) At the last Meeting we discussed the need for improved roofing insulation for the flat - this will be carried out when the flat is next vacated. **ACTION: JOHN**

Treasurer's Report

Geoff was welcomed for his first, independent, report which covered the following points:

a) On this occasion the accounts had not been sent electronically although it is the intention to do this in future.

b) The Village Hall is still paying Council Rates for the former Pavilion (now the Allmond Centre) although this is being sorted and a credit will come to the Village Hall from the Parish Council.

c) It is pleasing to advise that West Sussex County Council are paying the office rental on time.

d) The only significant late payer is KB Fitness (3/4 invoices remain to be settled) - John will chase this up. **ACTION: JOHN**

e) On being questioned, Geoff advised that, for regular hirers, normal invoicing will be every three months.

f) By and large, income for this first 2018 quarter is on the positive side.

Geoff was thanked very much for his efforts.

Correspondence

Nothing of significance to report.

Village Hall Renovation Programme

John reported that, during the next few weeks, he will get quotations for the agreed work programme of a) the Ladies Toilets and b) the main passageway and improved lighting. It is anticipated that we will be able to review this proposed work programme, in more detail, at our next meeting. **ACTION: JOHN**

The Allmond Centre

Chris, on behalf of the Parish Council, reported that this is up and running and there will be a Village Opening Day on Saturday 12th May. Note: This will no longer be an agenda item for our Committee.

PS> Separately the Village Hall Committee would welcome a note, from the Parish Council, as to how our donation of £5k was spent? **ACTION: CHRIS**

Our Village Hall Management Committee

Not surprisingly now that the newer, recently opened Allmond Centre, is available for hire one or two current Village Hall users have moved (and others may follow) from the Village Hall to the new centre. This generated an interesting discussion with the main points to record being:

a When a Club moves their bookings away from the Village Hall, should they relinquish membership of the Village Hall Committee?

b It is possible that some business will be lost (from the Village Hall) - it will be difficult for this to be replaced.

c Geoff reminded us that our income stream is quite tight, with the main regular revenue accruing from the rented flat, the rented office, followed by the Weald Church, Country Mice and the Bowls Club = fortunately it is felt unlikely that any of the above will move to the Allmond Centre.

d On another serious note, it was reported at the last meeting that our Chairman will relinquish his office in March 2019 and a replacement is needed - John advised that he is preparing to advertise for this position. **ACTION: JOHN**

e All of the above poses the question "What is the future of our Committee?" For general information the quorum of our Committee is one third of our members - presently 14.

Whilst no firm conclusions were reached from our discussion, this topic will now become a regular agenda item for our meetings. **ACTION: DAVID**

Any Other Business

- a) John advised that the outside light is still to be repaired / replaced. **ACTION: JOHN**
- b) Joan, on behalf of the Bowls Club, advised that one of the padlocks on their cupboard has been damaged - John has this matter in hand. **ACTION: JOHN**
- c) John advised that a booking enquiry was recently received for a teenage party to be held in the Village Hall - whilst the booking itself might well be genuine and in accord with hiring conditions, experience has shown that (most unfortunately) undesirable elements can be attracted which cause a negative impact to the function itself - particularly to the surrounding pavement / street area. The booking is thus being discouraged.
- d) The Horticultural Society is holding its annual plant sale on Saturday 5th May - the caretaker is on holiday at that time and thus a special request is made that the Horticultural Society undertakes thorough cleaning afterwards. **ACTION: EILEEN**

The Meeting closed at 1935 with a Chairman's thanks to all.

Date of Next Meeting - Tuesday 31st July at 1900.

JDP April 2018