

ALBOURNE PARISH COUNCIL [2022]

Minutes of the meeting of Albourne Parish Council (Village Hall Management Committee) - meeting as the Trustee of the Albourne Village Hall held on Tuesday, 30th August 2022 held via Zoom in the interests of safety.

Present: Councillor Graham Stafford (GS)
Councillor Jerry Butler (JB) (Chairman)
Councillor Suzi Sawyer (SS)
Councillor Di Smith (DS)
Councillor John Drew (JD)
Mick Gratton (MG)

In attendance: Iain McLean (Parish Council Clerk); Jenny Gratton (VH Treasurer).

The meeting commenced at 7.00 p.m.

1. **Apologies for absence.** Apologies for absence were received from Eve Gerhold and Tina Ware, and there were no declarations of interest from Councillors.
2. **Approval of minutes of the previous meeting.** Three corrections were added to the minutes, being a typo at item 7, a correction at item 9 (JG not JB), and a correction at item 11. It should be “passive infrared sensor”. Subject to those amendments, the minutes of the last meeting held on 31st May 2022 were formally approved by those present, and duly signed off as a true record by JB.
3. **Matters arising.** There were none, not otherwise covered on the Agenda and in these minutes.
4. **Membership – vacancy for a new Committee member.** As has been the position for some time, the vacancy for the third co-opted member on the Committee still exists, and no one has yet come forward. The efforts to fill the position will therefore continue. Although there is a reference on the Parish Council’s website, it was agreed that the Clerk will draft an appropriate advertisement for approval by JB, and then this can be posted on the website, the VH notice-board, and on the Albourne Connected facebook page. The Clerk

confirmed that the constitution provides for 5 Councillor Members and 3 co-opted members, so this was therefore the final place for the third co-opted member.

5. **Domestic issues – Unwanted activity around the VH.** There are again no reports that the VHMC is aware of at the present time. **Electrical work needed.** JB referred to the work that needs to be done to the electrics in the Hall and the replacement of the bulbs. He has circulated an estimate from a local electrician, James Hall. DS mentioned an item that needed to be added to the schedule of works, being putting in a separate plug near to the pub bar, and JB has this in hand. JB will also seek clarification on the reduction of the estimate relating to that part of the estimate that concerns the cost of the bulbs. Subject to these two points, the Committee agreed that the estimate was acceptable, and therefore as proposed by JB and seconded by GS, it was unanimously **RESOLVED** to proceed with the quote and to commission the work (hopefully before the under 5s return from the summer holidays). It was further **RESOLVED** to waive Standing Orders in order to proceed on the basis of just the one quote, given the nature of the work, the urgency, and the contractor's familiarity with the Hall and the electrical services. The possibility of installing the HIVE system in the Hall was discussed. This allows the heating to be set and controlled remotely, and could prove very cost effective. JB will therefore take this forward and investigate the costs. He also noted that he needs to update the Fire Risk and Covid safety Assessments, which he will be doing as soon as possible.

6. **Financial Statement.** The financial Statement provided by the Treasurer has been circulated, and is attached. JB proposed and DS seconded, that the Treasurer's recommendations as set out in the report, regarding the hire charges be accepted, and it was therefore unanimously **RESOLVED** to do so. On a point raised by DS, JB will put an item on the next Agenda regarding the question of a deep clean for the Hall, and some interior re-painting, as some areas are looking a bit scruffy.

7. **Projects. Garage current status and garage contents and their future.** MG and JB have carried out a further inspection of the garage, and determined what needs to be disposed of in order to finally empty it out. Arrangements are therefore in hand to dispose of the remaining items, including the BBQ. This is in quite good condition and it can be advertised on Albourne Connected in case anyone would like it. At this point, there was a discussion about the planning application for the development of the land adjacent to the School, and the suggested provision of additional community facilities, e.g. an additional Village Hall or other community building. However, it was noted that in the event that the application is ever approved, it is more likely that there will be funding provided, e.g. for the enhancement of existing facilities (possibly an extension to the Hall). MG mentioned that it was important for the Parish Council to establish whether this was a separate matter to the proposal to provide a community shop, and that the situation on the provision of section 106 developer contribution monies generally, which will be due to the Parish Council, would need to be clarified.

8. **Social activities. Albourne Arms.** Although the attending numbers vary, this has been going well since the pub re-opened, and the new card payment system has been particularly well received. DS mentioned that some beer recently supplied was off, and is being replaced. Otherwise, the current stock levels are good. She is also aiming for a monthly collection of supplies. **Future Events.** There is nothing in the pipeline at present, but it had been suggested to GS, that a whisky tasting night could be held. DS had also received a suggestion about holding a Christmas party with music/entertainment. However, JB noted that both would depend on the terms of the License, as this may e.g. restrict all events to just beer and wine, but he will check the position. It was confirmed that the annual Christmas Carol night was something that should go ahead as usual. GS raised the issue of the opening time of the pub, and it was agreed that the start time of 7.00 p.m. was too early, as people rarely attend at this time. It was therefore **AGREED** to revise the times to begin the set up at 7.30 and to open the pub at around 7.45 p.m. or 8.00 p.m. This would be periodically reviewed, perhaps depending on the seasons, and the new times will be posted on Albourne Connected.

9. **Any other business.** JG raised the issue of a booking enquiry from the local PCSO to hold a beat surgery in the Hall for the benefit of residents. However, he had said that it was not the practice of the police to pay for such hiring's. The Committee agreed that the general rule was that there should be no exceptions to the hiring fees rule, and that if there was any proposal that a hiring should be free of charge, perhaps in the public interest, then the Bookings Clerk should refer the matter to the VHMC for a decision (to be taken either at a meeting or in correspondence). In terms of attendance however, it was up to the hirer to ensure that the particular event was properly advertised, and it was noted in this case, that this didn't seem to have been carried out very well.

10. **Date of next meeting.** This was agreed for Tuesday, 29th November 2022 at 7.00 p.m.

The meeting ended at 8.15 p.m.

SIGNED as a true record.....

Chairman

DATED.....2022