

ALBOURNE PARISH COUNCIL [2019]

Minutes of the meeting of Albourne Parish Council - meeting as the Trustee of the Albourne Village Hall held on Tuesday, 25th June 2019

Present: Councillor Jerry Butler (JB) (Chairman for the start of meeting)
Councillor Graham Stafford (GS)
Councillor Suzi Sawyer (SS)
Councillor Di Smith (DS)
Mick Gratton (MG)
George Hammond (GH)
John Parks (JP) (Chairman elect)

In attendance: Iain McLean (Parish Council Clerk), Jenny Gratton (VHMC Treasurer)

The meeting commenced at 7.00 p.m.

1. **Apologies for absence.** There were none on this occasion.
2. **Election of Chairman.** The current Chairman (JB) has resigned the Chair, and so nominations for a new Chairman were called for. JB proposed JP, and this was seconded by GS. There being no other nominations, JP was duly and unanimously elected as Chair for the municipal year 2019/20.
3. **Election of Vice Chairman.** GS proposed JB, and this was seconded by MG. There being no other nominations, JB was duly and unanimously elected as Vice Chair for the municipal year 2019/20.
4. **Approval of minutes of the previous meeting.** The minutes of the last meeting held on 26th March 2019 were formally approved by those present, and after a query raised by JB, were duly signed off as a true record by JB as the outgoing Chairman.
5. **Matters arising.** There were none on this occasion, not otherwise on the Agenda.

6. **Domestic issues – unwanted activity around the Village Hall.** On the CCTV issue for the Village Hall, GH has circulated an email to members. The issue was whether this should be a standalone system, or linked into Wi-Fi, for which a broadband connection would need to be established. This will add to the cost. GS said that the cameras needed to be varifocal. It was agreed to go for a standalone system, and JB will obtain some quotes on this basis. As the matter was quite urgent, it would be progressed in correspondence, rather than waiting for the next VHMC meeting. On a suggestion made by MG it was agreed that locking the security gate to the car park (say from 9.00 p.m.) could be looked into in the future, if CCTV does not resolve the issue. However, it would need someone to control this, particularly if there were late finishing events at the Hall.
7. **Financial Statement.** (i) The CCLA Deposit balance is currently £6,598. The Lloyds Bank balance is currently £29,340. (ii) On bookings, the hall continues to be used regularly by the Under Fives Group, Puppy Classes, the Parish Council, Karate Classes, Children's Dance Class, and the Albourne Arms Pub. Single bookings continue to remain steady with children's birthday parties being the majority of these. It was noted that the Under 5s children numbers are back up to strength, and so have indicated that they will be able to go back to paying for the afternoon use, (iii) On the 2018/19 annual accounts, these were circulated prior to the meeting, and are available separately. However, the accounts were duly agreed, and it was therefore **RESOLVED** to authorise Jerry Butler (as the Chairman for the period during which the accounts applied) to sign them off as a true and accurate record of the VHMC's finances for that year. It was noted that as the Parish Council is the trustee, the accounts would also need to be reported to the Parish Council for information and noting. (iv) It was reported that the treasurer is intending to transfer £24,000 from the current account to the deposit account, and in order to bring matters up to date, to add new signatories to the two accounts, as the only ones currently are Graham Stafford and Mick Gratton. It was therefore **RESOLVED** to add Jerry Butler and John Parks as signatories to the CCLA savings account, and to add John Parks to the Lloyds Bank current account. The Bank mandate forms were circulated, and will be completed accordingly. (v) Finally, it was reported that as regards the claim for 2019/20 Rates Bill relief from MSDC (for £239.40), MSDC had asked for a copy of the up to date Charity Commission Scheme Rules. This has now been sent to them, and the outcome is awaited.
8. **Projects. Chairs.** JP said that he had removed the old, broken chairs. It was agreed that 30 current chairs in reasonable condition, should be kept back, with 50 new ones to be ordered. MG said that he would obtain up to date quotes. **Garage roof.** The repair work will be done towards the end of July. In terms of clearing the garage out, the storage issue for the Under 5s Schools Group still needs to be resolved. **Converting Gents toilet.** The work has been done, but the doors at the front of the storage area need painting. SS said that she would obtain some quotes for this. **Sound Panels.** GH has purchased some materials, but has not yet started the construction work due to other commitments. MG said that he has some fabric for the coverings, and this needs to be colour coordinated with the curtains. He will

try and bring some samples to the AC meeting on 2nd July 2019.

9. **Social Groups feedback.** A request had been made by the after school club to use the Hall from 3.30 p.m. to 5.00 p.m. In principle, this was agreed, but the timing would need to be checked in terms of other users of the Hall, who might need time for setting up. The discussions are therefore ongoing. It was noted that there will be no Village Show this year, due to the lack of support. It is possible that there could be a Film show. MG said that he would be prepared to do a quiz night, but not on an Albourne Arms pub night (Friday), so a Saturday would be the preference. JB will check the licensing implications of this.

10. **Any other business.** It was noted that the floor tiles have not yet been replaced in the far corner of the Hall. Generally, the floor needs a deep clean, and as this needs to be professional job, Essential Hygiene can advise. The windows could also do with a clean. DS and GS have a window cleaner who could be asked to price the job up. Finally, GS proposed a vote of thanks to JB for all his work as Chairman of the VHMC over a number of years, and this was heartily endorsed by all members present.

11. **Date of next meeting.** This was agreed for Tuesday, 24th September 2019 at 7.00 p.m.

The meeting ended at 8.10 p.m.

SIGNED as a true record.....

Chairman

DATED.....2019