

# ALBOURNE PARISH COUNCIL [2021]

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**Minutes of the meeting of Albourne Parish Council (Village Hall Management Committee) - meeting as the Trustee of the Albourne Village Hall held on Tuesday, 29<sup>th</sup> June 2021 held via Zoom due to the current restrictions on meetings, and the ongoing closure of the Village Hall.**

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

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

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The meeting commenced at 7.00 p.m.

1. **Apologies for absence.** There were no apologies for absence, and no declarations of interest from Councillors.
2. **Approval of minutes of the previous meeting.** The minutes of the last meeting held on 30<sup>th</sup> March 2021 were formally approved by those present (subject to one minor amendment from JD, which he will send to JB), 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.** The current membership of the Committee was confirmed for 2021/22. However, it was noted that George Hammond had previously resigned from the Committee as one of the three co-opted members, and so the Chairman wanted to put on record the Committee's whole hearted thanks for all the work that George has carried out during his service on the VHMC. In terms of the resulting vacancy it was noted that

the position could in due course, be advertised on the Village Hall notice-board, and on the Parish Council's website.

5. **Domestic issues – reopening of the Village Hall to hirers.** JB said that because the lock down restrictions had not been totally lifted on 21st June 2021, it was now proposed to re-open the Hall on 19<sup>th</sup> July 2021, if the planned full release of lockdown takes place on that date. **Unwanted activity around the VH.** This has been generally quiet, but it was noted that there may have been a reconnaissance trip by travellers looking to access the Recreation Ground. It was agreed that the security of the site, particularly the gate padlocks, need to be checked, and this will be arranged urgently. **CCTV.** The double socket in the storage area is to be installed on the 10<sup>th</sup> July 2021. The exact arrangements need to be co-ordinated with Jo Nolan, the Bookings Secretary. Once that work is done, the installation of the CCTV itself can go ahead. **Village Hall Floor.** The details of the two quotes have been circulated by Jenny Gratton. Both Companies have recommended a similar, hard-wearing covering, and propose to lay the new floor over the existing tiles. JG will be getting some samples in the next few weeks. It was agreed that due to the specialist nature of the work, and the difficulty of finding appropriate contractors, standing orders requiring a third quote would be waived. Accordingly, it was proposed by GS and seconded by DS, and then unanimously **RESOLVED** to accept the quote from Mid Sussex Flooring to carry out the work. **The under 5s play area.** JB has had a good constructive meeting with the neighbouring owners regarding the issues of concern about the use of the area. The parties have agreed on all the issues, except how to resolve the possible issue of other hirers congregating in the area for smoking and drinking, etc. It was therefore agreed that JB, and Eve Gerhold will meet again with the neighbouring owners in order to look at the options/solutions. One such idea might be the use of appropriate notices, and the changing of the hiring conditions to ensure that the access out of the Hall, and the use of the area, is not permitted by other hall users.
6. **Financial Statement.** The financial Statement provided by the Treasurer has been circulated, and is attached. The main points to note are that the Karate Club have indicated that they will not be hiring the Hall in the future, due to diminishing numbers. On the outside painting, a quote is awaited from Bran Truran, although pricing is a problem. It was therefore agreed to approach Jack Ritchie to see what he might come up with. It was noted that the contractor needs to be aware of the asbestos bonding issue in the soffits, as care will be needed in the preparation of these prior to re-painting.
7. **Projects. Chairs.** MG reported that as previously agreed, he has sold the chairs, leaving 24 of the previous good ones, and 36 of the new ones. He has not yet ordered the further agreed rack of new chairs, because there is an accessibility issue given the current pressure on the storage area. This really needs to be resolved first, so that all the chairs can be properly and easily stored. Garage and garage roof. MG has circulated an email with the options for the garage. He favours the radical option of removing the garage, but not replacing it. This is based on an assessment that any essential items in the garage can be rationalised

and stored within the Hall. It was generally agreed that there is no point in spending any money on trying to repair the existing garage. JB wondered if there is a possibility of adding an extension to the rear of the Hall for storage. GS takes the view, supported by JB and SS, that it would be preferable to replace the garage, because once it has gone, it may never be possible to replace it in the future, given the uncertainty of any future storage requirements. MG mentioned that if the worst came to the worst, outside storage space could be rented locally, and at not too great a cost. It was noted that all the options will require input from MSDC both at Landlord and planning level. After discussion, it was agreed that the sensible way forward in order to inform the final decision, would be to work out the storage requirements following a full appraisal by both the VHMC and the Under 5s Group of their respective requirements. This will be arranged as soon as possible. TW reported that the Under 5s have already carried out one rationalisation, and are proposing to do another anyway, so a joint approach would be highly appropriate. TW also indicated that there is a possibility of having an outside store cupboard located, although that could give further rise to both planning, and landlord and tenant issues.

8. **Social Groups feedback. Albourne Arms.** The pub remains closed, and there is no fixed date for re-opening at the present time, at least until the position becomes clearer on the lockdown restrictions. In view of the possible precautions that may still need to be taken, DS mentioned the need to seek further volunteers for when it does re-open, even though all the current volunteers have indicated a wish to return. The Committee will need to think about how best to recruit in order to ensure that only suitable people are “employed”. **Future Events.** There are still none planned, given the ongoing uncertainty about re-opening, but JB urged everyone to think about this for the future, e.g. what about next year’s Queen’s jubilee event.

9. **Any other business.** DS mentioned that the Committee need to be thinking about how any new restrictions or requirements on the pub operation might impact on the volunteers working on the bar in terms of preparedness and training.

10. **Date of next meeting.** This was agreed for Tuesday, 28<sup>th</sup> September 2021 at 7.00 p.m.

The meeting ended at 8.25 p.m.

SIGNED as a true record.....

Chairman

DATED.....2021