

ALBOURNE PARISH COUNCIL [2024]

Minutes of the meeting of Albourne Parish Council (Village Hall Management Committee) - meeting as the Trustee of the Albourne Village Hall held on Tuesday, 24th September 2024 in Albourne Village Hall.

Present: Councillor Di Smith (Chair) (DS)
Councillor Shane Axtell (SA)
Councillor John Spencer (JS) (attending by Zoom)
Christopher Davies (CD)
Eve Gerhold/Tina Ware (EG/TW)
Dave Robson (DR)

In attendance: Iain McLean (Parish Council Clerk) (attending by Zoom), Gail Murray (Treasurer), Dan Smith.

The meeting commenced at 7.00 p.m.

- 1. Chairs Welcome.** The Chair opened the meeting and welcomed everyone present. No apologies for absence had been received. Cllr SA declared a minor, non-financial interest in item 6, as family members used the Hall as part of a regular hiring. It was also noted that EG/TW as principal users of the Hall (Under 5s Group) had an interest in item 6, and although allowed to speak on the matter, they would not participate in any decision, or vote.
- 2. Approval of minutes of the previous meeting.** The minutes of the last meeting held on 25th June 2024 were formally approved by those present, and duly signed off as a true record by DS.
- 3. Matters arising.** There were none.
- 4. Domestic issues.** There were none. However, it was noted that the cleaning of the Hall is going quite well at present.
- 5. Financial Statement and matters.** (i) Gail Murray presented her report, which had been circulated prior to the meeting and forms part of these minutes. There has been an expensive period for the Hall recently, because of all the various

improvements made. The drawdown from the deposit account to help pay for these things has been done, and the Treasurer, who is now the account administrator, is dealing with the necessary Bank mandate changes. The end of year 2023/24 accounts were presented. The missing figure for the pop-up-pub accounts were added orally at the meeting. On that basis, it was then proposed by Cllr SA and seconded by DR that the Village Hall accounts be accepted. It was then unanimously **RESOLVED** to approve the accounts. (ii) The decision taken in correspondence to install the Hive control system in order to help reduce the heating costs of the Hall, the principle of which was agreed by the Committee at its last meeting, was duly noted for the record.

6. **Hall Hire charges.** These were last reviewed in 2022, when an uplift of 5% for the hire of the Hall by the Under 5s was applied. It was noted that demand for the Hall was quite low at the moment, but as confirmed later in the meeting, there would be a major effort to advertise the availability of the Hall. However, after a full discussion, it was felt that there was not enough information at the present time to make an informed decision at this meeting, and so the matter would be deferred until the next meeting. In the meantime, the Treasurer would work on producing a report on the costs and expenses of the Hall, so that the matter can be put into context.
7. **Projects. (i) Garage.** The Clerk reported that an update had just been received from the property officer at MSDC. This confirmed that MSDC Council approval for the demolition of the garage had been given under delegated authority, and that the Legal Department had been instructed to produce the necessary draft documentation (License for Alterations). This is now awaited. (ii) **Rolling list of actions.** DS went through the three lists, which had been circulated to members prior to the meeting-

To be agreed list – the remaining two items are agreed and are ongoing (work in progress)

Completed list – all are now substantially done. New electrical items need to be purchased for the kitchen (ongoing).

To be completed – the cleaning of the curtains remains to be done and will be carried out soon. The advertising of the availability of the Hall remains a priority, and the various media outlets were discussed. These could include Village voice, Hurst Life, various Whatsapp and Facebook groups, Church magazine. Dan Smith is working on the production of a new website for the Hall.

8. **Social activities. Albourne Arms (Pop-up Pub).** The pub continues to do well and to cover its costs. **Future Events.** There is a Christmas event on the evening of the 20th December with minced pies and mulled wine, to take place after the Church event, which is taking place earlier on the same day. Now that there are enough chairs, it is hoped to go ahead with the quiz night event, probably

sometime in February of next year.

9. **Any other business.** None was raised.

10. **Date of next meeting.** This was agreed for Thursday, 28th November 2024 at 7.00 p.m. in the Village Hall, and DS will book the Hall. Cllr JS indicated that he would not be able to attend, as Thursdays are difficult for him because of work commitments.

The meeting ended at 8.40 p.m.

SIGNED as a true record.....

Chairman

DATED.....2024