

## Greysouthen Village Hall Committee Meeting

**Tuesday 5 July 2022, 7.30pm in the Village Hall**

|     | Item                     | Notes                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | Action                             |
|-----|--------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------|
| 1.  | Present                  | Jen McCulloch (Chair), Adrian Sims (Vice-chair / bookings), Chris Scrugham (Treasurer), Gwyn Lloyd (Secretary / Bowls), Roger James (Facilities Manager), Howard McCulloch (Seniors), Janette Pollitt (H&S), Hannah O'Fee (Greysouthen Grasshoppers), Lee Jackson (Parish Council)                                                                                                                                                                                                                                                                                    |                                    |
| 2.  | Apologies                | Ben Davies-McChesney (Marketing / Website), Gabrielle Hutchinson (WI)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                    |
| 3.  | Minutes                  | The minutes of the meeting of 22 March 2022 and post AGM meeting of 17 May were approved and signed                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                    |
| 4.  | Declarations of Interest | None                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                    |
| 5.  | Matters arising          | <ol style="list-style-type: none"> <li>1. Fire risk assessment – works arising from the assessment were the next priority</li> <li>2. Booking policy and risk assessment - to be completed</li> <li>3. Platinum Jubilee Celebration – this joint project between the Committee, Parish Council and WI had worked well.</li> <li>4. Land registry title – the Trust's solicitor to obtain clarification from Land Registry about Section B of the title document.(Solicitor advised that Land Registry is experiencing long delays in dealing with queries)</li> </ol> | Roger & volunteers<br>Jen & Adrian |
| 6.  | Chair's update           | <ol style="list-style-type: none"> <li>1. Trustee Eligibility Declaration form – all Trustees signed the form.</li> <li>2. Platinum Jubilee surplus funds – Parish Council to be asked how the money was to be redistributed.</li> <li>3. Rookery Cottage, adjoining the village hall, had been sold.</li> <li>4. The Queen's Jubilee Fund – ACRE had asked village halls to express an interest in funding. Jen had made a bid.</li> </ol>                                                                                                                           | Jen                                |
| 7.  | Risk Management          | <ol style="list-style-type: none"> <li>1. Land between the hall and Greysouthen House – the next inspection would be carried out in September.</li> </ol>                                                                                                                                                                                                                                                                                                                                                                                                             | Janette                            |
| 8.  | Treasurer                | <ol style="list-style-type: none"> <li>1. At end of June, current account balance: £37,052. Income: £1,698, expenditure: £237. Income from hiring was increasing, though one group hire had a payment outstanding. With recent increases in interest rates, the Treasurer will investigate investing some current account monies in savings accounts.</li> </ol>                                                                                                                                                                                                      | Chris                              |
| 9.  | Grants                   | <ol style="list-style-type: none"> <li>1. £1,000 had been received from Arnold Clark Motors.</li> <li>2. Cumbria Community Foundation have kindly donated £1,295 to help replace the commercial gas cooker with a domestic one. This is required due to issues relating to the existing cooker (gas supply, output and meter size).</li> </ol>                                                                                                                                                                                                                        |                                    |
| 10. | Secretary & Documents    | <ol style="list-style-type: none"> <li>1. Safeguarding Policy – Jen had produced an expanded draft document to reflect latest guidance. Jen to be designated Safeguarding Officer for adults and children.</li> <li>2. Privacy and Data Protection Policies – had been reviewed and did not require updating.</li> <li>3. Trustees Induction Pack – work on a new edition was in progress</li> </ol>                                                                                                                                                                  | Jen<br><br>Jen                     |

|     |                                 |                                                                                                                                                                                                                                                                                                                                              |                               |
|-----|---------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------|
|     |                                 | 4. Fire & Safety Risk Assessments had been reviewed                                                                                                                                                                                                                                                                                          |                               |
| 11. | <b>Maintenance</b>              | <ol style="list-style-type: none"> <li>1. No issues reported</li> <li>2. The next project was carrying out works identified in the Fire risk assessment.</li> </ol>                                                                                                                                                                          | <b>Roger &amp; volunteers</b> |
| 12. | <b>Village Hall Development</b> | <ol style="list-style-type: none"> <li>1. Architect costs – only two had submitted estimates for their services. A comparison table showed that it was difficult to compare one with the other because the services on offer differed. It was agreed to see if a local building company would offer a 'design and build' service.</li> </ol> | <b>Janette</b>                |
| 13. | <b>Bookings</b>                 | <ol style="list-style-type: none"> <li>1. Bookings were continuing to increase.</li> </ol>                                                                                                                                                                                                                                                   |                               |
| 14. | <b>Marketing and Website</b>    | <ol style="list-style-type: none"> <li>1. No report.</li> </ol>                                                                                                                                                                                                                                                                              |                               |
| 15  | <b>Events</b>                   | <ol style="list-style-type: none"> <li>1. A summer Party in the Park had been suggested. The village band could be approached to perform.</li> </ol>                                                                                                                                                                                         | <b>Adrian</b>                 |
| 16  | <b>User Groups</b>              | <ol style="list-style-type: none"> <li>1. The newly formed Greysouthen Grasshoppers was proving to be very popular.</li> </ol>                                                                                                                                                                                                               |                               |
| 17  | <b>AOB</b>                      | <ol style="list-style-type: none"> <li>1. A noise complaint had been received from a neighbour about the previous week's band practice. Adrian to speak with the complainant and band leader.</li> </ol>                                                                                                                                     | <b>Adrian</b>                 |

The meeting closed at 9.30pm

**DONM Tuesday 6 September 2022 in the village hall at 7.30pm**