

Greysouthen Village Hall Committee Meeting

Thursday 22 July 2021, 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), Janette Pollitt (H&S), Ben Davies-McChesney (Marketing/Website), Roger James (Facilities Manager), Howard McCulloch (Seniors), Gabrielle Hutchinson (WI), Jenny West (PC).	
2.	Apologies	Katie Boichat	
3.	Minutes	The minutes of the meeting of 15 th June 2021 were approved and signed	
4.	Matters arising	1. Charity Commission - list of trustees to be updated. 2. Domestic Security Camera at Wenthouse Court had been removed. 3. Quote for new curtains and blinds (grant funded) to be obtained. 4. Greysouthen Gossip - there was just one response to the 'Gossip' article, which invited residents to say what activities they would like (and help organise) in the hall	Jen Jen
5.	Chair's update	1. What's happening in the village hall? Residents to be advised that the hall continues to be a covid safe venue. It was agreed to publicise the ongoing and future work of the Trust via social media and village notice boards. 2. ACT advice notes had been received. They covered: reopening the hall; improving accessibility; maximising storage and creating a dementia friendly environment. A resident with expertise in the latter has offered help. Jen will forward documents to Trustees. Grant funding is available for such projects and ACT can offer help in formulating bids. 3. Copeland Disability Forum (which also covers Allerdale) will visit the hall and offer advice on accessibility; date to be arranged. 4. Land Issues –work by the Trust's solicitor had been delayed by Covid (changes in working procedures and staff shortages) and the Government's Stamp Duty 'holiday' (exceptional volume of time critical, property transfers). A communication from the solicitor, just received, required further clarification. The solicitor to be asked to send an interim letter updating those parties involved.	Jen and Ben Jen Howard Gwyn Jen
6.	Treasurer's report	A finance report was circulated. The Cumberland balance at 30 June 2021 was £36,326.94. Income was £366.39, expenditure £277.58	
7.	Secretary	Documents – rolling review of documents ongoing. Equality Policy had been updated by Jen. The next documents for review (August) are Data Protection Policy and Privacy Policy .	Gwyn
8.	Grants	See 4.3 and 5.2 above.	
9.	Maintenance	1. Gas meter – the proposed larger capacity meter will require a larger diameter pipe between it and the gas main. Northern Gas has quoted £5,680 (digging up the road, laying and connecting the pipe and traffic management). There will be an additional cost for E-on to connect the new meter. In view of the cost, it was	

		decided to explore alternative solutions (e.g.: sell current cooker and replace with a gas hob / electric oven model). This would negate the need for a new meter and associated pipework costs. List of Work – Roger produced a list of internal and external maintenance and decorative works. It was agreed external works be given priority, commencing with the kitchen extractor fan ducting and grille. Roger proposed the use of a small team and will co-ordinate volunteers. Cooker – needed a deeper clean after use. Adrian will speak to hirer. Work carried out – since the last meeting Roger has: - fitted stainless steel panels between the cooker and units; - repaired corner gutter - cleared a blockage in the shared drain with Rookery Cottage (United Utilities to be asked to investigate the cause) - weeded along roadside and land adjacent to Greysouthen House.	All Roger Adrian Roger
10.	Risk Management	Fire Safety - Janette and Gwyn have looked at risk and evacuation aspects. There should be a full evacuation of the hall, annually. It was recommended that Cumbria Fire and Rescue carry out an advisory inspection.	Janette and Gwyn
11.	Bookings	- The WI will meet on third Tuesday in the month between 1.45 and 4.15 pm - A resident enquired about a child's party with bouncy castle. She was advised of the need to take out insurance for the castle as it was not covered by the Trust's insurance. - The responder to the Gossip article expressed interest in providing a dance exercise class for senior residents.	
12.	Marketing and Website	Wi-Fi – BT had quoted £36.45 plus VAT. Jen will forward to Ben a Cumbria Village Hall Network document about wi-fi. Work space facility for residents would need desks, power sockets and coffee machine. Uncertain as to demand. Need to identify potential users.	Jen Ben
13.	AOB	None	
14.	DoNM	Tuesday 7th September 2021 at 7.30pm, in village hall	
		The meeting closed at 10.30pm	