



# Goring Village Hall

## Minutes of Village Hall Management Committee Meeting (held on Zoom) Wednesday 13 January 2021 at 7.00pm

**Present:** Mike Baker (MB) (Chair), John Barrett (JB), Yvonne Braby (YB), Jack Calder (JC), Phil Davies (PD), Bernard Novell (BN), Linda Palmer (LP), Steve Smith (SS), Sally Wicks (SW), Roger Wood (RW).

NB In minutes: caretaker Paul Carter (PC).

Item		Action
1. Apologies	Bill Jackson (BJ), Bryan Urbick (BU).	
2. Minutes of last meeting	The minutes were approved and passed for publication on the GVH website.	BN
3. Matters arising	All actions listed in the previous minutes had been completed except for getting the heaters fixed, discussed at 7 below.  The paths round the Hall needed cleaning again – LP to ask PC.	LP
4. Chairman's report	<p>MB welcomed PD to his first committee meeting.</p> <p><u>Covid 19</u> At the time of the last meeting we were in Tier 2 and only Perform and Pop Up Play Village were permitted users. We then moved to Tier 4, when only Perform was permitted. Now we were in lockdown, with no users other than the blood transfusion service, which had made a booking for March.</p> <p><u>Insurance</u> BJ had received advice from the Hall's insurers that when the Hall was empty rubbish must be put out and placed 2m from the building, and either the Hall must be heated to a minimum of 14 degrees or the plumbing must be completely drained. BJ had queried this and obtained agreement to a reduction to 10 degrees provided the Hall was inspected weekly. PC currently visited the Hall weekly. LP would ask him to complete a formal record sheet to show this was being done.</p> <p><u>Water</u> The Hall was using 80 litres of water a day in the current lockdown. MB had found the water softener switched on, and</p>	LP

	<p>had switched it off again. He would check that this reduced usage to a reasonable level.</p> <p><u>AGM</u> MB proposed that the AGM should be held in March, on Zoom if necessary, and after some discussion the date of 17 March was agreed. MB would arrange for it to be advertised in GGN and Genie and on village notice boards, and JB would advertise it on social media. MB's Zoom licence permitted up to 100 attendees. An additional committee meeting would be held on 14 April.</p> <p><u>Trustees</u> YB and SW proposed to stand down as Trustees at the AGM. MB thanked them for all their hard work. He asked anyone else considering standing down to contact him. There had been one response to his GGN article advertising for new Trustees, and he had had discussions with another possible candidate. Both were men, but SW thought women were needed to maintain a reasonable gender balance. She also said it was important to emphasise the skills required, particularly fund-raising, and suggested identifying suitable candidates and persuading them rather than hoping for volunteers. She mentioned two women who might be approached. (MB had approached others but without success.) MB asked everyone to come up with any suitable candidates they could think of.</p>	<p>MB</p> <p>MB, JB</p> <p>SW,MB</p> <p>All</p>
<p>5. Treasurer's report</p>	<p>SS reported that in 2020 we spent £26641, significantly less than the £45310 budgeted. We received income of £30367 resulting in a surplus of £3726, but after taking prepayments of £3859 into account, broadly broke even. This was a great result, made possible by the £15000 grants received from SODC - £5k for the Stage Project and the £10k Covid relief grant. Cash currently stood at £33411.</p> <p>SS had sent draft accounts to Alan Matthews for independent examination. The final accounts would be ready for approval at the AGM, then submission to the Charity Commission.</p> <p>SS had considered some possible ways of cutting expenditure.</p> <ul style="list-style-type: none"> <li>- Thames Water charged for water on the basis of estimated usage and ignored meter readings. SS had contacted them and established the Hall was £26 in credit at November and asked for the next bill in May to be based on the meter reading.</li> <li>- SS wondered whether the annual £150 payment to Inspirations might be reduced given the low level of bookings and ticket sales. BN said the payment was for providing keys to hirers when required, not for selling tickets. It would be difficult to find anyone else to do this. The committee decided the payment should continue.</li> <li>- Payment to the Performing Rights Society was based on</li> </ul>	<p>SS</p>

	<p>income excluding grants. SS had submitted the income figures from the draft 2020 accounts so that the next payment would reflect the lower income of the past year.</p> <p>MB received frequent messages from companies claiming the Hall could reduce its energy costs, but these could be ignored since BJ had agreed a favourable deal up to February 2022.</p>	
6. Social media	JB had nothing to report.	
7. Maintenance, repairs & improvements	<p>RW had made little progress on the heaters, so had found another firm, Advanced Maintenance, based in Theale, who had a good reputation and should be more reliable. They were coming tomorrow to look at the three problem heaters and make them work, and he would take things forward from there. Payment could be made to the previous firm for the limited work done once they submitted their bill.</p> <p>MB asked RW to see if he could fix a tap in the disabled toilet that was not working properly.</p> <p>MB said that the Hall's broadband was working well but still using the old BT router. Discussions were ongoing with Plusnet, who were meant to be downgrading the line to make their router work more reliably.</p> <p>Colin Silvester had obtained a replacement hall light and would fit it shortly.</p>	<p>RW</p> <p>RW</p> <p>MB</p>
8. Any other business	<p>MB mentioned that holes still needed to be drilled for fitting the new stage sections together. YB would remind Graham Underwood that this should be done before the stage was next used. PC should be asked to give the wooden box used as a step up to the stage a coat of black paint.</p> <p>BN would give PD access with edit rights to the Hall's Drop Box facility.</p> <p>LP and SW had looked at the garden and it needed tidying up. They would do this and liaise with BN about putting up wires to support the clematis and roses.</p> <p>YB would find out if PC needed any further PPE</p>	<p>YB</p> <p>LP</p> <p>BN</p> <p>LP,SW, BN</p> <p>YB</p>
9. Dates of future meetings	17-Mar-21, 14-Apr-21, 12-May-21, 14-Jun-21, 15-Sep-21, 10-Nov-21	All