

**TRUSTEES OF  
WEST HOATHLY VILLAGE HALL**  
Charity Registration Number: 305328

Document reference: 2204

**Minutes of the Meeting of the  
West Hoathly Village Hall Management Committee held on  
Wednesday 23<sup>rd</sup> February 2022 at 7:30pm in West Hoathly Village Hall**

**Members**

Martin Robinson (Chairman)  
Ken Allfree (Vice Chairman)  
Amy Marshall

Paul Brown  
Douglas Denham St Pinnock  
Bob Darvill

\* denotes absence

**Also Present:**

Leanne Andrews

**292) To receive apologies for absence**

There were none

**293) To receive declarations of interest from Councillors in respect of any matter on the Agenda**

Bob Darvill declared an interest as a school governor at West Hoathly Primary School.

**294) To approve the minutes of the Meeting of West Hoathly Village Hall Management Committee held on the 18<sup>th</sup> October 2021 (Document Reference 2126)**

The minutes were approved and the Chairman signed them as a true record.

**295) To receive the clerk's report and note any point of interest**

The clerk's report was noted.

It was noted that West Hoathly School had contacted the clerk to see whether preschool could be accommodated in the hall for full school hours Monday-Thursday.

**296) To monitor actual expenditure v budget to 8<sup>th</sup> February 2022**

The expenditure was noted.

**297) To prepare a draft budget for 2022-23**

The proposed draft budget was reviewed and agreed. This would be brought to the next Trustee meeting for approval.

**298) To receive an update and agree the next steps in the Village Hall Flat staircase replacement and archive store project**

An update was received and after discussion, it was decided that the two pieces of work need to be dealt with as one project.

The committee agreed to get initial costings from suppliers that would be prepared to manage the project. These findings are to be considered at the next appropriate meeting.

**299) To consider improvements in the hall that could be funded by allocated S106 money**

The clerk outlined the funds available and the process for accessing S106 money.

It was agreed to approach MSDC to see whether they would consider releasing S106 funds for the following improvements to West Hoathly Village Hall

- Damp/weather proofing to the entrance foyer
- Installation of a baby changing facility in the disabled bathroom
- Repairs to the committee room windows
- Replacement internal doors to the entrance foyer

**300) To consider items in need of refurbishment in the Village Hall Flat**

A report written by Paul Brown in February 2021 was shared with the committee. The report outlined possible improvements in the flat for the short and medium term.

It was agreed to break the work down into short term fixes that could be completed with the tenant in situ and longer-term improvements that would need to be done when the flat is vacant.

**301) To note items of interest or items for inclusion at the next meeting**

It was noted that the shed in the Village Hall Garden is in need of redecorating.

Date of next meeting 20<sup>th</sup> June 2022

There being no further business the meeting closed at: 21:00

Chairman-----