

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

Document reference: 2215

**Minutes of the Meeting of the
West Hoathly Village Hall Management Committee held on
Monday 20th June 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

There were no members of the public present

37)To receive apologies for absence

Apologies were received from Amy Marshall and Bob Darvill

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

There were none

39)To approve the minutes of the Meeting of West Hoathly Village Hall Management Committee held on the 23rd February 2022 (Document Reference 2204)

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

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

The clerks report was noted.

41)To monitor actual expenditure v budget to 31st May 2022

The expenditure was noted.

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

An update was received, it was noted that Cllr Darvill has prepared a scope and met with 2 Building Surveying companies to price for Professional Services competitively. 1 quote has been received but we are still awaiting the second.

43)To receive an update from the clerk on allocated S106 money

At the last meeting in February the committee agreed to approach MSDC to see whether S106 funds could be used for the following improvements.

- 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

MSDC have confirmed that S106 money cannot be used for routine maintenance or repairs, therefore except for the baby changing table these projects would not be suitable. The project must demonstrate that the improvements will increase the capacity and usage of the local facilities.

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

It was agreed to explore the possibility of installing hybrid meeting technology in the hall. Clerk to contact Worth Parish Council Clerk as they have experience of installation.

45)To consider items in need of refurbishment in the Village Hall

The following refurbishment work has been identified

- To improve ventilation, draught proofing and all-round internal appearance to front entrance hall including internal double doors.
- To replace wash basin to disabled toilet
- To repair defective side window arrangement
- To address damp issues to ladies WC
- To repair leak around top of WC stack and make good beneath
- To make good fire escape door reveal

After discussion it was agreed to proceed with the following repairs

- To repair leak around top of WC stack and make good beneath
- To have gutters and downpipes cleared
- To have a drain survey completed

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

To review the refurbishment list and consider next priorities

Date of next meeting 17th October 2022

There being no further business the meeting closed at: 20:48

Chairman-----