

Bruisyard Village Hall Committee

Notes of the informal meeting held on 16 May 2022 in Bruisyard Village Hall

Present: Paul Church (PC), Albert Lain (AL), Anne Smith, David Smith - Treasurer (DS)

Apologies: Thelma Barham (TB), Miranda Campbell (MC), David Goode (DG), James Ingmire (JI), Margaret Sinclair (MS)

Due to the number of apologies, those present agreed that this would be an informal meeting with key agenda items and decisions postponed to the next meeting. The next meeting will be on MONDAY 4 JULY at 7.30pm.

1. Minutes of the last meeting

The minutes of the meeting held on 7 March were agreed. There were no matters arising.

2. Elect Chairman and Secretary

Postponed to meeting on 4 July.

3. Finance report

DS presented the finance report (attached) which was agreed. The payments greater than £100 from 1 April to 11 May were noted. The debit card payments over the same period were approved.

DS reported that the latest electricity bill had been received from SSE. This was larger than expected at £327. Consumption over the period 1 Feb to 10 May had been 1516 units (kwh). This indicated an annual consumption of about 5500kwh. All agreed that this had to be reduced. The Hall is currently benefitting from a fixed electricity tariff. At the current commercial electricity rates, the bill would have been £650. All agreed that the thermostats be adjusted to set a daytime temperature of 19C in the main hall, 17C in the entrance hall and 15C in the kitchen.

ACTION: DS

The decision on deposit accounts was postponed to the next meeting.

4. Review hire charges

All noted that hirers and potential hirers are under pressure from rising prices and that the priority for the village hall was to increase the utilisation of the Hall and make it as attractive as possible for hirers. Some modest increase in hire charges would however be needed in the autumn to partially offset the increased running costs – particularly electricity costs. A proposal was outlined by DS which would be discussed further at the next meeting.

Hire charges for charity events was discussed and DS proposed a way forward involving a card refund which would encourage fair use of the Hall for raising money for good causes and avoid potential abuse. All approved and agreed that this would be discussed and decided on at the next meeting.

5. Maintenance and repairs

DS reported that the faulty touch screen on the Vent-axia heat exchange system would be changed this week.

6. East Suffolk Community Partnership

PC offered to attend the meeting in the Village Hall organised by East Suffolk Council on 30 June (5pm to 9pm).

ACTION: PC

7. Village Hall events

The two talks held in February and March were discussed. All agreed that these had been enjoyable and interesting events with a positive financial return. AL was thanks for arranging them.

The following events will be entered into the Village Hall calendar. The arrangements for each will be discussed at the next BSAC and VH committee meetings as appropriate.

- Beetle drive: Saturday 24 September
- Harvest Supper (joint BSAC/PCC): Saturday 22 October
- Bonfire Night fireworks: Friday 4 November
- Barn dance (Sizewell Gap): Saturday 12 November

8. AOB

PC noted that additional small tables were needed and a table carrier would be helpful. This would be discussed and decided on at the next meeting.

AS who had decided to stand down from the Committee with effect from the end of this meeting was thanked for her long service on the Committee since its formation in 2006. All noted that the Parish Council, Village Hall committee and BSAC now needed to recruit the next generation of active volunteers to become Councillors and committee members. These are rewarding roles which are key to maintaining an active social life in the Village and its continual development.

9. Date of next meeting

Monday 4 JULY at 7.30pm (after joint BSAC/PCC meeting)

BRUISYARD VILLAGE HALL		
Summary Receipts and Payments Account		
<i>(Last)</i>		<i>(Current)</i>
<i>Year ended</i>		<i>Year ended</i>
<i>31-Mar-22</i>		<i>11-May-22</i>
£	Receipts	£
3,619.33	Hire fees	254.92
-	Loans/Capital Receipts	-
12,667.00	Village Hall grants	-
212.50	Bruisyard Parish Council	-
3,186.56	Other Receipts	438.82
664.49	Recovered VAT	1,284.08
20,349.88	Total Receipts	1,977.82
	Payments	
42.70	General Administration	-
14,577.04	Loans/Capital spending	-
406.72	Agency/Professional Services	-
-	Bruisyard Parish Council	-
10,142.38	Village Hall running costs	725.29
878.06	Other payments	135.00
1,415.48	VAT	101.05
27,462.38	Total Payments	961.34
BRUISYARD VILLAGE HALL		
Receipts and Payments Summary		
<i>(Last)</i>		<i>(Current)</i>
<i>Year ended</i>		<i>Year ended</i>
<i>31-Mar-22</i>		<i>11-May-22</i>
£		£
25,743.26	Balance brought forward (excl cash box)	18,489.76
-	Balance brought forward Village Hall cash box	141.00
20,349.88	Add Total Receipts	1,977.82
46,093.14		20,608.58
27,462.38	Less Total Payments	961.34
18,630.76	Net bank and cash box balance	19,647.24
	Unpresented cheques at year end	-
18,630.76	Reconciled to bank accounts and cash box at 11 May 2022	19,647.24
	Bank accounts and cash box at 11 May 2022:	
18,489.76	Barclays Bank Account No. 23713326 (restricted fund - VH only)	19620.74
141.00	Village Hall cash box (restricted fund VH only)	26.50
18,630.76		19647.24

Payments greater than £100 from 1 April 2022 to 11 May 2022

<u>Date</u>	<u>Payee</u>	<u>Items</u>	<u>Type</u>	<u>Amount</u> £
04/04/2022	M Tanton Brown	Poison Garden talk	Other payments	125.00
26/04/2022	M Hammond	Ground prep at VH	Cleaning/maintenance	220.00
02/05/2022	Kindlewood	Grass cutting	Cleaning/maintenance	132.00

11/05/2022	ADM Systems	Fit new screen to Vent-axia heat recovery unit	Cleaning/maintenance	325.02
Debit card purchases for approval				
08/04/2022	UK Safety Store	LPG sign	DS debit card	11.65
08/04/2022	Poole Waite & Co Ltd	Door strips	DS debit card	16.32
26/04/2022	Lakeland	Floor mop	DS debit card	39.58
06/05/2022	Coopers	Ant spray and bait	DS debit card	16.97
06/05/2022	Fram DIY	Water softener salt	DS debit card	10.80

