

Bruisyard Village Hall Committee**Minutes of the meeting held at 7.30pm on 7 March 2022 in Bruisyard Village Hall**

Present: Thelma Barham (TB), Miranda Campbell (MC), Kevin Chattell - Treasurer (KC), Paul Church (PC), David Goode (DG), James Ingmire (JI), Albert Lain (AL), Anne Smith - Chairman (AS), David Smith - Secretary (DS)

Apologises: Margaret Sinclair (MS)

Also present: Glynis Holman

1. Minutes of the last meeting

The minutes of the meeting held on 10 January were agreed.

2. Matters arising

All actions had been completed or were agenda items for this meeting.

3. Finance report

KC reported that the current bank balance was £19279.55. An invoice for £1031.76 had just been received from Clima-tech Services for the repair of the heating system and was awaiting payment. An Omicron hospitality and leisure grant of £2677 had been received from East Suffolk Council. Five government grants administered by East Suffolk Council had been received since the start of the pandemic amounting to just over £31k. This had helped to fund the new terrace (with a grant from BSAC), upgrade the lighting and several maintenance and repair tasks.

KC suggested that due to the amount of money held in the current account a deposit account could be opened to generate interest payments. DS offered to investigate possible deposit accounts.

ACTION: DS

JI asked about the financial restrictions placed on the Village Hall as a small charity. DS said that the charity status granted by HMRC and the Village Hall constitution agreed for the Big Lottery grant meant that all money held in the Village Hall account(s) were reserved funds which could only be used for Village Hall purposes. This however did not restrict the Village Hall from investing the money to generate income.

DS raised his concerns over the likely increase in the electricity bill when the current fixed rate contract ends in mid 2023. He estimated that the current annual bill was ~£1.2k and could rise to over £3k at the end of the current contract. He suggested that the hire charges be reviewed at least 3 times before the current electricity contract ends to avoid having to raise the hire charges in a single step.

MC asked whether the thermostats should be adjusted to a lower temperature to reduce electricity consumption. AS said that the thermostat in the main hall had now been set to 18C from 5pm to 8am and to 20C from 8am to 5pm. The new temperature settings appeared to be OK and the electricity consumption would be monitored to see if further changes were needed. JI asked if photovoltaic panels could help in reducing the electricity bill. DS mentioned that this had been investigated a few years ago but the advice from East Green Energy was that there would be problems in installing PV panels on the Village Hall roof due to the foam insulation sprayed onto the inside of the roof. DG suggested that PV panels could be installed on the ground by the side of the hall and could be investigated further. AS thought that the

benefits of PV panels may be limited as the feed-in-tariff payments were now greatly reduced and that solar gain provided a lot of heat for the Hall during daylight hours.

KC and DS reported that the bank mandate had been changed to remove AS and KC and add DS and JI. DS asked JI to phone Barclays Business Services team as soon as possible to activate online access so that online payments can be continued to be paid by dual authorisation.

ACTION: JI

All thanked KC for being Treasurer for the past 3 years. DS would take over as Treasurer with effect from 1 April and also manage the hall bookings. As covered at the last meeting, DS would step down as Secretary at that time. A new Secretary will need to be agreed before the next meeting.

ACTION: ALL

4. Maintenance and repairs

MC reported on the re-benching around the cesspool manholes done by Binders. They had not identified any leaks and their recommendation was that if there was a small leak it would not be cost effective to replace the cesspool. The frequency of emptying the cesspool will be kept under review to see if there is an ongoing problem.

DS reported that the water pressure problem had been resolved by replacing the water pressure limiter. The repair had been done by Kindwater.

KC said that the fire exit push bar had not been installed by Abbey Fire and Security after a number of cancelled installation dates. The contract with the company had now been cancelled. KC would send the specifications for the push-bar to DG to see if the parts could be ordered and an alternative installation.

ACTION: KC,DG

On the landscaping around the Hall, MC recommended that now would be a good time to sow wildflower seeds around the cesspool manholes, at the edge of the terrace and at the west side of the Hall. All agreed. MC offered to arrange the purchase of the seeds which would cost ~£30.

ACTION: MC

MC suggested that the preparation of the ground and sowing the seeds could be done after the Coffee Morning on Saturday 19 March. All agreed. Those available to help should meet after the Coffee Morning ends.

ACTION: ALL

AS said that the cost of grass cutting this year by Kindwood would increase by £5 per cut.

5. Village Hall events

The following arrangements were agreed for the two talks planned for Sat 12 March (Dead Funny – Ron Bossingham) and Sat 2 April (Poison Gardens – Matt Tanton-Brown)

- All available to help in setting up to be at the Hall at 6.30pm
- Doors open at 7pm for 7.30pm start.

ACTION: ALL

- Wine or soft drinks served after the talk. Bar would be open after the talk for additional drink sales as well. DS to man the bar. PC to make sure DS has a key for the fridge and the cashbox.

ACTION: DS,PC

- Small packets of crisps and nuts to accompany the drinks. PC to purchase the crisps, DS the nuts.

ACTION: PC,DS

AL would introduce the speakers and give closing thanks.

ACTION: AL

Tea/Coffee to be offered to the speakers on arrival. AS offered to take milk.

ACTION: AS

DS would be on the door to collect entrance fees by cash or card. Online sale of tickets for the Poison Garden talk would go on the website on Sunday 13 March.

ACTION: DS

AL and MC mentioned that plans for events in the autumn were at an early stage. Possible events could be a repeat of the puppet talk given a few years ago and a talk by an Aldeburgh vet. AL also mentioned a dance/ceilidh he had arranged as a private party in the Hall several years ago which had been very successful and this could also be considered.

6. AOB

PC reported that the Jubilee oak tree had now been planted in the Parish Park.

Glynis Holman said that a recent incident had occurred when an ambulance had been unable to find a specific address. She noted that the Parish Plan report sent to each household in 2005 had included the OS grid reference for the property. AS mentioned that she still had a record of the grid references for each property in the village and this could be sent to each household if this would still be of value to the emergency services. Glynis and MC also mentioned that the 'What3words' app could also be of value to the emergency services. The 'what3words' app assigns a unique combination of 3 words which specifies a location within 3 square metres anywhere in the world. This issue would be raised at the next parish Council meeting to be held on 14 March.

ACTION: PC

7. Date of next meeting

The next meeting will be held on Monday 16 May at 7.30pm immediately after the joint BSAC/PCC meeting which starts at 7.00pm.

David Smith
8 March 2022