

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

Document reference: 2224

**Minutes of the Meeting of the
West Hoathly Village Hall Management Committee held on
Monday 17th October 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

141) To receive apologies for absence

There were none

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

There were none

143) To approve the minutes of the Meeting of West Hoathly Village Hall Management Committee held on the 20th June 2022 (Document Reference 2215)

It was noted that these minutes have already been approved at the meeting on the 4th July 2022.

Minutes of the Meeting of West Hoathly Village Hall Management Committee held on the 4th July 2022 (Document Reference 2217) to be approved at the next meeting.

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

The clerks report was noted.

145) To monitor actual expenditure v budget to 30th September 2022

The expenditure was noted.

The committee discussed ways in which heating costs could be reduced, it was agreed to explore the possibility of installing additional loft insulation in the main hall.

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

It was noted that the contractor has been instructed to proceed with the Topographical Survey and Feasibility Study. This was planned to take place on Wednesday 5th October, however when the member of staff arrived, they had a heavy cold and had not done a covid test. It was agreed that given that

access to the Flat and Preschool was required the appointment should be rearranged.

Rescheduled site visit is now due to take place on Monday 24th October.

147) To consider whether the Village Hall could be used as a warm hub during the winter months

It was agreed that given the regular usage of the hall and the limited facilities available, more suitable venues in the parish may be available.

Clerk to contact Royal British Legion in Sharpthorne.

148) To receive an update on the site meeting that took place on the 27th September 2022 with West Hoathly Preschool

Martin Robinson, Ken Allfree and the clerk met with the Preschool Chair on Tuesday 27th September to discuss some Village Hall improvement work that they require, which includes:

- Installation of a Preschool noticeboard at the Village Hall side door entrance
- Clearance of the plants and weeds in the Village Hall rear garden
- Installation of 2 new gates to meet child safeguarding requirements
- Repairs to be made to existing fencing

The committee agreed to make the improvements. The garden work is scheduled to take place during half term and the clerk is obtaining quotes for the fencing.

149) To receive an update on the maintenance work completed and to consider any further priorities

Work completed:

- Gutters have been cleaned
- Drain survey and jet washing
- New wash basin in the disabled bathroom
- Arrangements have been made for the installation of the baby change table and WC stack repair.

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

To consider the Topographical Survey and Feasibility study for the archive store project.

Date of next meeting 20th February 2023

There being no further business the meeting closed at: 20:01

Chairman-----