

YOXFORD PARISH COUNCIL AS SOLE TRUSTEE OF YOXFORD VILLAGE HALL (REGISTERED CHARITY NUMBER 304846)

MINUTES OF THE MEETING

held on

THURSDAY JUNE 1ST 2023

at 9:15 PM at YOXFORD VILLAGE HALL.

1. Attendance and apologies

Attendees:

Cllr. David Childs
Cllr. Janet Gardner
Cllr. Laura Greenberg
Cllr. Ian Paterson
Cllr. Russell Pearce
Cllr. Deborah Thompson
Cllr. David Tower

Apologies for absence:

Cllr. Nicol McCallum
Cllr. Anna Noakes
Cllr. Jason Vincent
Cllr. Hazel Wheeler
County Cllr. Richard Smith

In attendance:

District Cllr. Julia Ewart
Trudy Charles - Clerk/RFO
12 members of the public

2. Minutes

- a) Cllr. Dave Tower proposed the approval of the minutes of the meeting held on May 11th 2023. Cllr. Ian Patterson seconded this proposal. All voted in favour.
- b) It was agreed that all matters arising would be covered in 3. Activities.

3. Activities

a) To receive an update on the refurbishment project (RP and Working Group):

i. Cllr Russell Pearce updated Council on progress. A meeting of the recently formed Kitchen Working Party has yet to happen. He had spoken to a plumber who advised on alternatives to gas boilers and suggested an electric option, which at 27kwh/3 phase supply could provide the Hall with what it needed. In addition, its compact size, flexible mounting options and flue-less feature could be beneficial. Cllr. Pearce shared that it would be in the range of £800. Council discussed this and every member was supportive of, and keen to have this option explored further. The Clerk suggested that, given the multiple features of the refurbishment, it would be both appropriate and helpful to put together a written refurbishment plan which included all stages of the plan as well as budgets and costings. This would support the Council's duty to work transparently, provide access to the Council's plans for the public, scrutiny by the authorities and be useful for when any funding options open.

ACTION: Cllr. Pearce to research the boiler further by liaising with plumber to facilitate contact with other Village/Community Halls who have this particular kind of boiler in use, and then arrange visits to discuss their findings.

ACTION: Clerk, Chairperson and Vice-Chairperson to meet to discuss devising/formalising the VH Refurbishment Plan.

- ii. Cllr. Deborah Thompson shared that at present, it was not felt appropriate for the local art group to paint any acoustic panels. Cllr. Pearce shared that he had visited Darsham Village Hall and discussed their own use of such panels. As a result, he contacted a local company who will visit to advise and quote for a system. Cllr. Thompson will provide another contact who may be able to provide a second quotation.
- iii. Cllr. Deborah Thompson initiated a discussion about the viability of solar panels. Cllr Pearce summarised Council's previous exploration of this and that due to cost, the village's usage and removal of the feed in tariff, they remained unviable.
- iv. Following a village group sharing concern about leaking taps, Cllr. Pearce updated Council that he had ordered six new taps which he would fit as soon as possible.

v. The Clerk raised that Allison Hackwell (Council's key Village Hall fund-raiser) has asked for a small working party to help clear the shed area at the rear of the Village Hall. This was discussed and it was scheduled for July 15th and 16th 2023. These dates will give time for volunteers from the village to be asked for. Cllr. David Childs offered to collect the two domestic fridges and take them to the local tip.

ACTION: In June's edition of the PC's monthly newsletter, Clerk to include information about and request for volunteers for the Working Party.

ACTION: Cllr. Childs to collect fridges and remove to the tip.

b) To receive an update on the Village Hall cinema and events system (DT): Cllr. Tower shared that the order is being processed with a first instalment of 50% of the total cost to be paid before installation. This payment will be set up once the Clerk has access to the bank accounts. Further update at next meeting.

c) To discuss arrangements for proposed Pub Night on 30th June 2023: Council discussed this at length and agreed the following:

i/ As good practice in implementing the licence, two Cllrs. will be present at this, and all future events. Cllrs. Dave Tower and Russell Pearce for June 30th.

ii/ Pub nights will be organised on an occasional/monthly basis while the village's pubs are both shut. It is not viable as a permanent arrangement.

iii/ Stock to be bought for June 30th: Bottled lager, two pins of ale, wine, non-alcoholic alternatives and crisps.

iv/ Opening time: 6-11pm.

v/ Notification of the event to be published via a poster.

vi/ Bar area to be cleaned and re-organised in time for the event. The recent donation of crockery will need to be moved and stored. Council discussed best ways to do this and approved the purchase of portable lidded boxes for the purpose.

ACTION: Cllrs. Pearce and Tower to buy stock for the event.

ACTION: Clerk to design a poster and publicise the event through all available publications.

ACTION: Clerk to liaise with Hazel Wheeler to arrange cleaning of the bar area.

ACTION: Clerk to measure up and purchase storage boxes for crockery.

d) To consider any other fund raising events: Cllr. Pearce proposed that this item be postponed until next meeting. Cllr. Greenberg seconded. All were in favour.

e) To consider Hall charging schedule with particular reference to Yoxwood's provisional booking for June 3rd 2023: Cllrs. Pearce and Greenberg proposed and seconded that, as the weather forecast is dry for the date, the need to discuss charging schedule could be postponed. All voted in favour.

4. Finance

a) Council noted the latest financial position.

b) The Clerk is now an authorised signatory to the bank accounts. The next step is to set up online banking to enable her to have access. This process has begun.

c) Cllr. Tower proposed and Cllr. Patterson seconded that the payments listed below are authorised. All voted in favour. It was noted that the broadband cost was high and that this should be looked into.

ACTION: Clerk to explore other providers and costs for Broadband and Landline Services.

Details	Payee	Amount	Power
Cleaning	Hazel Wheeler	£ 10.80	LGA (Misc Prov) 1976 s.19
VH Broadband & Landline Service 01/05/23 to 31/07/23	BT	£121.39	LGA (Misc Prov) 1976 s.19

5. Next Meeting

To confirm the date and time of the next meeting which is scheduled for Thursday 6th July 2023 at 8:30 pm.

Meeting closed at 9.30pm

Yoxford Village Hall - Financial Position – June 2023

Receipts – to 23 May 2023

Hall Hire	£242.00
Tennis Pay and Play/Annual Subscriptions	£881.50
	<hr/>
	£1,123.50

Payments – May 2023

Billy Mannall: Materials for Tennis Court Repairs/Maintenance	£1,851.80
British Gas: Electricity	£141.17
Hazel Wheeler: Cleaning	£192.00
Hazel Wheeler: Cleaning Materials	£10.80
	<hr/>
	£2,195.77

Bank Balances as at 22nd May 2023

Barclays Bank - Operating Account	£6,248.20
Barclays Bank - Fund Raising Account	£5,274.28
Barclays Bank - Sports Group Account	£1,766.96
Suffolk Building Society - New Build Account	£49,597.62
Suffolk Building Society - Reserves Account	£5,079.87
Suffolk Building Society – Sports Group Account	£8,473.61
	<hr/>
	£76,440.54