

COLTON VILLAGE HALL MANAGEMENT COMMITTEE

Minutes of the meeting of Thursday 27th January 2022

Members Present:

John Macmillan (JM) (Chairman and Secretary); Richard Monbiot (RM); Fiona O'Brien (FO'B) (Booking Officer); Guy Reynolds (GR) (Treasurer); Nigel Parry (NP) (Parish Council rep).

1. Apologies

None.

2. Conflicts of interest

None.

3. Minutes of previous meetings and matters arising

The minutes of the meetings of the 25th November 2021 were approved as a true record. There were no matters arising that were not agenda items.

4. Treasurer's report

GR reported that having now paid for the car park resurfacing, the current account balance was £24,650 with £4,003 in the contingencies reserve and £6,348 in the playground account. A bill of £951 for electrical repairs had just been received. The cost of the new car park lighting was likely to be around £10,000. It was agreed that the minimum cash reserve that we needed to carry was £10,000 plus the contingency reserve of £4,000. The performance so far this financial year suggested a likely outcome of a surplus of income over expenditure of around £12,000.

5. Booking officer's report

FO'B had circulated a detailed report to trustees prior to the meeting for which she was thanked. There had been 29 new bookings since the last meeting, being a good mix of internal (i.e. Parish) and external bookings including a significant amount of business bookings. All Village Organisations were continuing to use the hall as were M3, Tai Chi and the Art Club. She was now producing a monthly spread sheet for the Treasurer detailing bookings made and expected payments. Deposits were now being required within 7 days of making the booking in order to secure the booking. There was a very high level of enquiries at the moment, but she was coping with the workload.

6. Platinum Jubilee celebrations

The hall was booked out for a Christening party on Sunday June 5th. The booking had been made in May 2020 and paid for in full. **FO'B** had recently contacted the hirer to see if the party was still going ahead which, so far, it was. It was agreed that it would not be appropriate to cancel the booking which meant that the hall would not be available for use by the Parish on the Sunday. **FO'B** pointed out that Rugeley was planning to hold its main event on the Saturday

and there was no reason why we could not do so as well. The Dun Cow was planning a beer festival for the Saturday and Sunday. **JM** said that although we could make the hall and the playing field available for a Parish Picnic on the Saturday, the event was likely to be a damp squib unless entertainment of some sort was also provided. **NP** said that a meeting at the Dun Cow was planned of parties who had expressed an interest in organising Jubilee celebrations and an organising committee was likely to emerge from that. Open gardens were likely to be part of the celebrations and possibly a scarecrow competition. It was agreed that if the Parish Council was prepared to commit funds for the event, we would do so up to £1,000. **NP** was asked to report back on progress but as he would not be present at the March meeting, this would have to be done by email [**Action NP**].

7. Fireworks at VH events

Contrary to what had been reported in some quarters, no decision had been taken at the previous meeting to ban fireworks at the VH although that had been the initial reaction of several trustees after the event in early October. **FO'B** reported that requests for fireworks as part of an event were extremely unusual and the event in October had been professionally organised and run. It was agreed that in future firework displays would only be permitted if they complied with the following conditions: they must be professionally organised and run: the organiser must have full public liability insurance and provide a copy to the booking officer prior to the event: the display to last no longer than 10 minutes: the hirer to ensure that notice of the display is hand delivered to all neighbouring properties and the VHMC to place a notice in Parish News. The booking terms and conditions to be amended accordingly [**Action JM**].

8. Carpark refurbishment

NP reported the car park resurfacing was complete and paid for. He was remeasuring the car park in order to get a firm price for installing the lighting which would not be before April at the earliest. Prices seemed to be coming down slightly and lighting contractors were always less busy in the summer months so some delay might be to our advantage.

9. WiFi update

GR reported that installation was complete and the system was working. The password was coltonvh!234. He would create a laminated notice showing the password for the wall near the WiFi. It was agreed that he could install a small shelf high on the wall near to where the WiFi was currently located in order to keep it out of harm's way. [**Action GR**].

10. Dog fouling on the playing field

This had been a hot topic on Colton Residents' Facebook page, but **NP** said he had seen little evidence of it. **JM** reported that he had heard nothing from Lichfield DC in response to his request for confirmation that the draft Anti-Social Behaviour Order which dealt with dog fouling, advertised on their website for consultation in early 2021, had actually been brought into effect. It was agreed

that **JM** would draft a suitable A3 size notice to be displayed on the end of the green shed which **GR** would laminate and **FO'B** would write a piece about the problem for Parish news [**Action JM and FO'B**].

11. Loft lights

JM reported that the loft lights had been out of order for several weeks. **GR** wondered whether the cause was a cut wire which might have occurred while he was installing the WiFi. **JM** to contact Sam's Electricals to have the lights repaired [**Action JM**].

12. A.O.B

12.1 RM reported that Nick Oxby had replaced several items on the main boiler which had cut out a number of times recently, so hopefully the problem was now solved.

12.2 JM shows the meeting some crockery which Peter Knowles had found in the storage area under the loft stairs. It was thought to be crockery which had either been given to the VH or was old stock which had been replaced. It was not thought suitable for further use as it was rather thick and did not match the present stock. **GR** would approach the charity Cherishers in Rugeley to see if they wanted it, if not it would be given to a charity shop [**Action GR**].

12.3 It was agreed that two or three new picnic benches should be installed on the Staffordshire Way side of the playing field. **NP** to ask the Dun Cow whether they still needed all the picnic tables they had bought during lockdown [**Action NP**].

13. Date of next meeting

Thursday 31st March at 7.30 pm. **NP** gave his apologies in advance as he would be unable to attend. **JM** and **GR** were both going to be away on the date of the May meeting so the date would have to be brought forward, details to be agreed at the next meeting.

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Signed as a true record

Dated