

# **COLTON VILLAGE HALL MANAGEMENT COMMITTEE**

## **Minutes of the meeting of Thursday 30<sup>th</sup> January 2020**

### **Members Present:**

Matt Crompton (MC); Craig Staples (CS) (Treasurer); Kate Staples (KS); John Macmillan (JM) (Secretary); Richard Monbiot (RM) (Chairman);

### **1. Apologies for absence**

None

### **2. Conflicts of interest**

None

### **3. Minutes of the last meeting**

Having been previously agreed by email the minutes were signed by the chairman.

### **4. Matters arising**

**item 10.** JM reported that the Christmas fair had raised very nearly £750

### **5. Co-option of new trustee**

Alice Hadridge (AH) was unanimously co-opted as a trustee. AH was unable to attend the meeting but had given her consent in an email to JM.

### **6. Treasurer's report**

CS reported that we currently had £25,865 in the current account but this included the grant money received from Tesco for the playground which had to be spent by the end of March. In addition, we had over £6,000 in the playground reserve and £4,000 in the contingency fund.

### **7. Chairman's report**

RM congratulated all concerned with the organisation of the painting party which had produced an excellent result. He particularly thanked JM for his involvement and also for organising the Christmas Fair and for writing the messages of thanks for Parish News. He said that the issue of finding a new booking officer weighted heavily with him and suggested that we needed to start putting out feelers immediately. JM agreed to write a piece for the next edition of Parish News [**Action JM**]. The next major task would be year end. CS reported that the books were in much better shape than in previous years in terms of record keeping and audit trails and he was confident that it would be a much simpler process than last year. JM reported that the floor had now been polished by Dolphina and the end result looked excellent.

### **8. Booking officer's report**

JM produced an updated booking schedule for one off events. He said that bookings were progressing well. In 2019 we had had 13 weddings and we already had 7 booked for 2020. He saw no need to increase prices because the finances were so buoyant.

### **9. Playground group report**

KS reported that she had ordered a pressure washer, a leaf sucker, some rakes and other maintenance items with the Tesco grant. There was about £600 left which had to be spent by the end of March. It was agreed that some of the money should be used for additional picnic tables and possibly benches. KS planned a re-launch of the playground and a spring clean once the new equipment etc arrived. She confirmed that inspection reports were up to date.

The playing field would have to be rolled once the ground had dried a little to remove the ruts caused by the caravan club. This was usually done by Graham Brown. RM was asked to contact him [**Action RM**]. It was agreed that the new goal posts should not be erected until after the field had been rolled.

#### **10. Website content**

It was agreed that the website currently had many duplications of information and that it needed to be slimmed down to the minimum. The website should be exclusively for the promotion of the village hall itself, the only exception being a 'what's on' section which would include information from village organisations. KS volunteered to take responsibility for revamping the site. She suggested more, and more modern, photos and a live feed from the village's own facebook page. It was agreed that we would not allow external advertising, even by businesses which held events at the hall [**Action KS**]

#### **11. Wi-Fi**

KS reported that she was unable to get quotes unless the VH had its own letter box. It was agreed to delay this item until it became clear what if any availability the new phone line being installed by the Post Office would have for wi-fi use [JM note. The PO have since confirmed that the line is exclusively for PO use]

#### **12. Sub-post office**

JM reported that it was his understanding that the post office would open for business in the VH on February 27<sup>th</sup> from 12.00 to 2.00 and weekly thereafter. The opening date was contingent on the completion of some electrical work. However he was concerned that he was having little communication from the PO and had received no publicity material. KS said that there was quite a lot of information about the new post office on the village facebook page which appeared to have come from the PO. JM would chase the PO for information and pursue the question of completing the electrical work and the availability of the new phone line for non-post office use [**Action JM**]

#### **13. Maintenance items**

JM raised two issues with regard to the playing field. The first was that the rubber reinforced mesh under the turf at the entrance to the playing field was becoming exposed in places and causing a trip hazard. RM thought that John Carter who had been a trustee at the time it was installed would know who had installed it and would contact him for advice about repair [**Action RM**]. The second was that the badger sett had become more active and a hole had appeared in the track leading to the wildflower meadow gate. JM would contact English Nature for advice [**Action JM**]. All other maintenance issues had been covered under other items.

#### **14. AOB**

14.1. JM said that he had received a written request from the carers of James Bailey for the creation of an access from Jim's property onto the VH car park to give him easier pedestrian access to his home. The cost - including the eventual cost of removing the access - would all be borne by Jim. The idea was approved in principal. JM was asked to obtain a detailed proposal including costings before final approval could be given [**Action JM**]

14.2 JM reported that the stile at the far end of the Staffordshire Way section of the nature reserve was in a dangerous condition. Although it had been reported to Staffs CC nothing had been done. JM was instructed to get a quote for the work from Mark Bull [**Action JM**]

#### **18. Date of next meeting**

Thursday 26<sup>th</sup> March 2020

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Signed as a true record

Dated