
Camps Village Hall Committee

Draft Minutes of meeting held on Wednesday 10th August 2022 at 7.30 pm in the Village Hall.

1. Present

Terry Chapman, Richard Moore, Mike Peirson and Jo Bishop,. Apologies have been received from Susie Culpin and Caroline Parkinson.

2. Approval of previous Minutes

Those trustees present approved the Minutes of the last full committee meeting held on 17.05.22 and the meeting held on 30.05.22 immediately after the AGM. These were then signed and dated by the chairman.

3. Action Plan progress review

- a) Open Day 11th June gave us some good contacts. **Mike** to follow up on £2000 grant but needs commercial quotes. Mike is also aware of a possible environmental grant.
- b) Communication with the Shudy residents WhatsApp group suggestion was carried forward. Maybe **Caroline** could be the contact?
- c) Facebook use suggestion for promoting events. Maybe **Susie** could be the contact?
- d) A Broadband suggestion to improve hiring options was progressed with a meeting between Graeme Gibson and Terry. Terry explained the pros and cons:
 - o Might be useful but need to define relevant clients to justify expenditure.
 - o Streaming of music for events would be illegal.
 - o 5G mobile would eventually take over from broadband when available.
 - o An IT cafe for social contacts for home computer workers was suggested to reduce loneliness, but Mike commented that this has been tried elsewhere and security would be a big problem.This was put this on hold for the time being as Mike is following up ideas with Alison Norden.
- e) "Friends of the Hall" group suggestion was carried forward as there appears to be a loose group of willing helpers and organisers already available for practical help at the hall.

4. Fund raising activity and proposals

- a) An unexpected Bingo Night on 2nd July raised £520 for our funds. We gratefully thank Joan and Gillian Blackmore for a successful and greatly enjoyable time. Two more planned this year on 10/09 and 3/12.
- b) Susie's first Jumble sale since the pandemic also raised £374. Thanks go to Susie and her helpers.
- c) A suggested Halloween event for 30th October was not progressed as it would interfere with the Villagers' Halloween activities.
- d) A Social Race Night idea was carried forward.
- e) A Quiz Night idea was carried forward
- f) A NYE dance was discussed. Mike suggested a bar as he is the licence holder, to increase profits. Ticket and bar pricing and food options were discussed. We need to reserve the date to go ahead!

5. Financial report

- a. Zero Carbon Communities Fund. Carried Forward. **Mike** to progress if suitable.
- b. Cambridge Foundation funding. **Mike** to progress.
- c. Current Account had £9,066 on 5th July. Saffron Walden Reserve has £3,842 as some taken to pay for the emergency refrigerators. Cash Acc. £474 and cash flow is adequate at present, but waiting to pay in Bingo money and some cheques.
- d. Hall bookings quiet at present but September looking good.
- e. Proposed £10 winter heating surcharge pending Dicky's financial modelling.
- f. Those present confirmed the agreement to purchase the refrigerators. A Thank You card to be sent to the person "who saved the day" when the issue occurred. **Susie** to arrange.
- g. Stanley Alarm contract offer was not followed up by them.

6. **Health & Safety and Risk assessment update.**
 - a. Weekly Checklist done. Padlock purchased for the bin.
 - b. Fire assembly point sign installation C/F. *Subsequently confirmed that PC approved and Sue Herbert offered a scaffold pole for use.*
 - c. Boiler service needed. **Susie** to arrange. C/F
7. **Maintenance**
 - a. Internal decoration was discussed. It was estimated that materials would cost about £900 and if we can get enough volunteers we wouldn't need to apply for restrictive grants. **Mike** to progress.
 - b. Toilet repairs done.
 - c. Dicky discussed the renovation of some kitchen cupboards following recent repairs. **Terry** to be alert to Costeco, offering second-hand professional kitchens to charities when available.
 - d. Down lighters in bar and serving areas need replacing, also some kitchen lights. Ivor Argent's estimate of £245 was approved.
 - e. Thank you to Dicky who has made robust towel roll holders for kitchen and bar room and fixed a bolt issue.
8. **AOB**
 - a. Purchase of brass plaque for the late Mr & Mrs Chapman and polishing of existing plaques was carried forward.
 - b. Mike's Personal Premises Licence which he has offered to be used for the hall is now in operation.
 - c. Dicky's saga of the bin collection issue has clarified the position. The trucks are not allowed to go along the narrow driveway. Following some bin options we will have a large plastic one that will be manoeuvred down the driveway to an accessible position on Tuesday evenings for collection on Wednesdays. **Dicky and Mike** to organise.
 - d. Noise complaint. Dicky has amended T&Cs to end specific musical events by 10pm.
 - e. South Cambs. Market proposal. No action.
 - f. Registration for Safe Area breastfeeding certificate. **Mike** to investigate.
 - g. HMRC Rateable Value request. **Terry** to complete the forms.
 - h. CambsACRE energy survey. **Dicky** to complete.
 - i. Regular User newsletter proposed by Dicky to be sent by email.
9. **Date, place and time of next meeting.**

Wednesday 5th October. 7.30pm in Hall.