

Tibshelf Parish Council
Minutes of the Meeting of the Village Hall Management Committee
held on 1st November 2022 held at the Village Hall.

Present: Cllrs A Beckett, P Billington, R A Heffer, R Vaughan, D Watson, Mr P Ward (arrived for item7b).

In attendance: Rachel Tattershaw-Parish Clerk, Sharon Metcalfe-Administration Assistant.

VH1122/29 Apologies for Absence

An apology for absence was received from Cllr S E Wood.

No apologies from Cllr M Coupe.

VH1122/30 Declaration of Members Interests

Cllr A Beckett declared an interest in the Warm Bank.

VH1122/31 Public Speaking

A member of the public who helps run the Warm Bank stated the group would like to obtain a food standards rating, but the current equipment is not suitable, and asked for the committee to consider replacing or adding to the equipment. Cllr R A Heffer advised it needs to be on the agenda to consider spending money.

Cllr A Beckett stated lots of funding out there which they may be able to get. Cllr A Beckett wants to remove the existing cooker and replace, also to obtain an undercounter fridge. DCC funding is £2k for Warm Banks, the Warm Bank team will start applying for funding. The Clerk suggested to go on FPC agenda in November to discuss, all agreed.

Cllr A Beckett confirmed members of the Council are qualified in food hygiene certs. If the Council obtain a food standard rating, they can put on events with the correct equipment.

The office staff will seek clarification as to if hirers of the hall can use the equipment to cater for these events/bookings.

VH1122/32 Confidential Items

No further items to be moved to the confidential section.

VH1122/33 To resolve to accept the minutes of the VH meeting held on 6th September 22, as a true and accurate record

Cllr R A Heffer moved and Cllr A Beckett seconded. All in favour.

VH1122/34 Financial Reports

a) To note Receipt and Payments Apr – Sept 22

The information was noted.

The Administration Assistant will enquire about TY, as an alternative to World Pay and discuss with the Clerk.

b) To note the Village Hall accounts audit report and covering letter

The information was noted.

c) To consider a request for the Administration Assistant to be added on special instruction to the Nat West bank accounts.

Cllr R A Heffer moved and Cllr R Vaughan seconded and to add the Clerk on once this is sorted. All in favour.

d) To approve reimbursement to the PC for Village Hall expenditure at a cost of £4418.04

Cllr R A Heffer moved and Cllr P Billington seconded. All in favour.

VH1122/35 Village Hall Matters

a) Current Regular Hirers

The information was noted.

A discussion took place regarding the bar manager hosting events for the village. It was agreed to allow 3 free events which will help to promote functions in the village hall and to support the bar manager with his costs/overheads. Cllr A Beckett moved and Cllr P Billington seconded. All in favour.

The event needs to be ticketed to have a head count and if the bar manager makes a profit, to be asked to donate some funds to the Village Hall.

The Clerk requested that a booking form is completed for all bookings and clarification who is running the event.

b) To consider requests for free room hire

Village Hall

Cllr A Beckett moved and Cllr P Billington seconded all requests. All in favour.

Committee Room

Cllr A Beckett declared an interest in item b IX).

Cllr R A Heffer moved Cllr R Vaughan seconded. All in favour.

c) Update on the storage container

A discuss took place. It was agreed for Cllr R A Heffer to establish if BDC will agree for the PC to obtain a 6ft section of land behind the VH and clarification on who will own the land, so that a 20ft container can be purchased. Cllr R A Heffer will update the Communications Officer. An additional expense to consider would be to have the fence re-aligned. Cllr R A Heffer is to obtain a fencing quote. If necessary, a separate meeting can be called to discuss and approve.

The Clerk confirmed back in April the 20ft container was £6500.00.

Cllr R A Heffer left the meeting at 7.45pm.

d) To consider the re-figuration of the toilets in the village hall

Cllr A Beckett moved and Cllr P Billington seconded the quote. All in favour. The Communications Officer stated the existing quote is for £2830.00, (including VAT) and he is to book in for February half term, subject to clarifying the quote includes the decorating/plastering and to obtain a price for flooring, This is to be taken to the meeting, when the container is discussed for approval.

e) To consider the clothing bank outside the village hall

Cllr A Beckett moved to place on the waste land in the car park, Cllr P Billington seconded. All in favour.

f) To consider replacing the hot water hydro boil in the kitchen

Cllr R Vaughan moved, and Cllr A Beckett seconded to have the existing unit removed and not replaced. All in favour. The Clerk is to organise this, along with removal of the pipework.

g) To consider a request to purchase a new microwave for the Village Hall at a cost of £80

Cllr A Beckett moved and Cllr P Billington seconded. All in favour.

h) To consider additional refrigerators in the bar area

This item has already been resolved and no additional equipment is required at this time.

VH1122/36 Confidential Items

a) To review the hire costs of the hall for Tibshelf Tots

Decision recorded.

b) Staffing Update

Information and action recorded.

VH1122/37 Date of Next Meeting.

10th January 2023.

The meeting closed at 8.22pm.