

Tibshelf Parish Council

**Minutes of the Meeting of the Village Hall Management Committee 12th March 2024
held at the Village Hall.**

Present: Cllrs J Gilbody, L Kingscott, M Ward, S E Wood and W Kingscott.

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

VH0324/119 Apologies for Absence

Cllrs A Becket, B Jones, H Varney, C Whitehead.

VH0324/120 Declaration of Members Interests

Cllr J Gilbody-item 6t.

Cllr M Ward-item 6q.

Cllr S Wood- items 6l and 7g.

W Kingscott-items 6b & 6r & 7g.

VH0324/121 Public Speaking

Thanks were expressed to Mr P Ward for organising the Burns Night event. This was a good event for the village and people thoroughly enjoyed it.

VH0324/122 Confidential Items

None.

The meeting was adjourned at 7.05pm to allow for the remaining Committee members to arrive and resumed at 7.08pm.

VH0324/123 To resolve to accept the minutes of the VH meeting held on 13 February 24, as a true and accurate record

Cllr L Kingscott moved and W Kingscott seconded. All in favour.

VH0324/124 Financial

a) To approve the receipts and payments as of 29 February 2024.

Cllr L Kingscott moved. All in favour.

Cllr S Wood expressed her thanks to W Kingscott for operating the bar and Cllr L Kingscott for her support.

b) To note bar income of £23,380.70 and expenditure of £14,980.77 as of 29 February 2024.

The information was noted.

c) To approve payment to TPC for reimbursement of the Village Hall expenses- Jan 2024 - Feb 2024 for £3131.90.

Cllr J Gilbody moved, and Cllr M Ward seconded. All in favour.

d) To note the replacement of the storeroom floor is not included within the flooring project.

The information was noted.

e) To consider the quote for a deep clean of the Village Hall for £240.00 and associated timescales.

Following a discussion, it was agreed to initially book 1 deep clean for after completion of the full decorating at the end of May 2024, prior to the hall re-opening. Cllr J Gilbody moved and Cllr L Kingscott seconded. All in favour.

f) To consider the ongoing use of noticeboards in the Village Hall and any associated costs for replacing.

Following a discussion, it was agreed to remove the current notice boards and replace with 1 slimline version (to hold approx. 6 x A4 pages), with a lockable cover, up to a cost of £100. This will be placed in the best suitable location to display Parish Council information only. Cllr S Wood moved and Cllr J Gilbody seconded. All in favour.

g) To consider replacing the blinds and fire-retardant curtains in the Village Hall and associated costs.

A discussion took place. Cllr L Kingscott proposed removal of the poles and curtains from the hall and have black out blinds up to a cost of £500.00 for the hall and kitchen, in a mid-grey colour. Cllr S Wood seconded. The wooden curtain baton will remain. All in favour.

h) To consider membership of Rural Action Derbyshire at a cost of £30 per year.

Cllr J Gilbody move and Cllr L Kingscott seconded. All in favour.

i) To consider a proposal from Accessible UK for the following:

i) A walk and talk audit at a cost of £500.00. ii) Access mini guide at a cost of £60.00.

iii) Disability awareness training at a cost of £250.00.

Cllr J Gilbody moved and Cllr L Kingscott seconded, to purchase option i) only. All in favour.

j) To consider and approve a replacement hand dryer for the ladies toilets options:

i) Warner standard hand dryer - £336.00. ii) Dyson V Blade - £912.00.

Cllr L Kingscott moved and W Kingscott seconded to spend up to £336.00 to instal a hand dryer, either Warner or one similar. All in favour.

k) To consider and approve the design for the replacement of 11 lights for the village hall and associated costs.

A discussion took place. Cllr L Kingscott proposed, and Cllr M Ward seconded to purchase 11 light hub half-moon modern up/down gypsum plaster indoor paintable wall light with LED bulb at £33.99 each. These are to be painted the same as the wall colour and facing up, like a bowl. All in favour.

l) To consider hirer costs for 2024/25 and the minimum booking time.

A discussion took place. The committee are happy with the current hirer charges, but now require a minimum booking period of 2 hours. Cllr J Gilbody moved and Cllr L Kingscott. Cllr S Wood and W Kingscott agreed for Tibshelf Band hire costs to remain the same as the 2024 rate. All in favour.

m) To note that replacing 15 grey folding 6ft tables at a cost £2610.00 has been included within the grant application for the replacement chairs.

The Clerk confirmed the current grant application has been declined. The CPO is to Apply for other grants. The information was noted.

n) To note an update on the Bookers account.

Cllr L Kingscott stated she has been trying to get the paperwork approved/checked since January. The manager that needs to authorise is never present when Cllr L Kingscott attends at the weekend. The Clerk has offered to attend in the week to try and get this matter resolved. Cllr L Kingscott is going to email the Clerk with the details of what she needs to do, to resolve this matter and get the Booker Account set up.

o) To note an update from the Clerk on the reclaiming of VAT expenses.

The Clerk explained that the VAT cannot be reclaimed for the VH purchases. The VH is not VAT registered as the turnover is not £85,000. The information was noted.

p) To approve costings for build materials of the planter to be placed in the car park at £376.55.

Cllr L Kingscott moved and Cllr J Gilbody seconded. All in favour.

q) To approve East Midlands Audit Services undertaking the annual internal audit at a cost of £50.00.

Cllr L Kingscott and Cllr J Gilbody seconded. All in favour.

r) To consider and approve the two extra twin sockets in the bar area at a cost of £156.25.

Cllr L Kingscott moved and Cllr J Gilbody seconded to spend up to £156.25. All in favour.

s) To note the award of a grant for £20,000 to the Village Hall to replace the flooring from the National Lottery Community Fund.

The information was noted.

t) To confirm arrangements for the Freddie Mercury and Queen tribute night and approve free hire of the Village Hall.

Cllr S Wood moved, and Cllr M ward seconded. All in favour. Cllr J Gilbody is kindly donating £500 from the event. Cllr J Gilbody confirmed its his event.

VH0324/125 Village Hall matters

a) Current regular users/hirers

Tibshelf Playgroup - Mon-Fri am (excludes Weds). Art Group - Mon evenings.

TPC Social Group – Tues pm.

Games Afternoon – Tues pm.

Tibshelf Tots – Weds am.

Yoga-Weds evenings.

Staffa Baby Clinics - 1st & 3rd Wednesdays pm.

Tibshelf Band – Thurs evenings.

BDC- Chair based class and low impact class- Fri pm.

Bingo- Sunday evenings.

b) To note the additional booking Information.

The information was noted.

c) To note feedback from the meeting with Playgroup in regards the cleaning of the Village Hall.

The Clerk and Cllr S Wood confirmed the details from the meeting and that the VH have confirmed to Playgroup that the VH cleaning arrangements will remain the same. The information was noted.

d) To approve the colour scheme for the Village Hall redecorating.

A discussion took place. The staff are to organise 3 sample pots for the colours of Whistler, Peoria, and Brooklyn. The committee will then decide on the 2 different colours, which will be above and below the dado rails.

e) To approve the disposal of the existing Village Hall chairs (should the grant application be successful).

It was agreed to take the best 20 chairs to the Pavilion and ask if the Church would like approx. 30. Cllr L Kingscott moved, and Cllr M Ward seconded. All in favour.

f) To note the letter from Bolsover District Council regarding the Counter terrorism and Security Act 2015. To approve amending our current hire agreement to incorporate the wording in the said letter.

This item has been deferred until we have more information regarding 'Martins Law'. All in favour.

g) To review the terms and conditions wording, which currently states; Party Bookings where a Bar has been booked, no Drinks, Alcoholic or Soft Drinks may be brought into the hall for consumption or sale. All drinks consumed at the event must be purchased over the bar and propose any changes.

A discussion took place, and the following was agreed:

- 1) Only alcohol purchased on the premises can be consumed on the premises.
- 2) All drinks consumed at any event, where a bar facility has been booked, must be purchased over the bar, unless prior approval has been given by the Village Hall Management Committee.
- 3) At any event led by the Parish Council or Village Hall Management Committee, only food purchased on the premises can be consumed on the premises.

Cllr L Kingscott moved and Cllr J Gilbody seconded. All in favour.

h) To note an update from the CPO on Easy Fundraising.

The information was noted.

Cllr S Wood moved standing orders. All in favour.

i) To consider Village Hall renovation projects, priorities, and grant opportunities.

A discussion took place. It was agreed to join priority 5 to priority 3 and include a refurbished disabled toilet. That the kitchen refurbishment is to be last priority.

j) To note the Gambling Commission have confirmed a licence is not required to make any profit from bingo for the Village Hall as a registered charity.

The information was noted.

k) To note that the decorating of the Village Hall will take place between 25/05/24 – 2/6/24 inclusive.

The information was noted.

VH0324/126 Correspondence

a) To note an email was received from Tibshelf First Responders thanking the committee for the free on-going use of the meeting room.

The information was noted.

VH0324/127 Confidential

None.

VH0324/128 Date of Next Meeting

To be confirmed.

The meeting close at 9.15pm.