

Brampford Speke Village Hall Trust

Notes of trustees meeting held on 23rd April 2024

(Actions/decisions in italics)

Present: Joff Machell (chair)

Dave Bamford

Caroline Lamb

Mac Merrett

Sue Satchell

Richard Tillett (minutes)

1. Apologies: Will Honan, Molly Luxton, Rees Jenkins
2. Minutes of trustees meeting 13 th February 2024 approved.
3. Hall & grounds maintenance:
 - Roof: no problems; can come off agenda.
 - Ceiling insulation: awaits working group
 - Trapdoor above kitchen: awaits repair by Matt (DB will remind him)
 - Copper water tank: remains in roof space above kitchen. JM will discuss with Paul Leek to establish possible value/removal
 - Electrics: meter heater recently damaged bur repairable. Thermostat not operating properly so increased electricity charges. DB will contact electrician and request repair/replacement.
 - Porch: JM reported discussion with chair of PC and agreement that we will fund porch repairs in return for assurance that this years grant will remain unchanged at £2000. WH had reported that planning permission required unless 'like for like' replacement. Quotations from MCA and Green Window company discussed; similar prices (c. £4600-4800) for both, including aluminium doors. Agreed to commission MCA as supplied previous windows. Also agreed to investigate replacement of external kitchen door and front double doors (both fire exits). DB will ask MCA for drawings and revised quotation, hopefully to include repairs to existing windows. WH requested to follow up planning application. MM agreed to investigate possible grant from Platinum Jubilee village hall fund (later reported only available for projects over £10k).
 - Steps: DB will remind Ed Rogers

- Fire Safety: recent inspection visit, report received, replacement equipment provided.
- Extension floor: SS reported quotation of £460 to provide and fit non-slip vinyl floor covering. Agreed to proceed with work (SS will commission).
- Garden: hedge on west side has been cut back, foliage growing up electricity pole removed. Barrier/gate by rear extension to prevent children leaving rear garden. Awaits SS/DB exploring options.
- Key safe installed outside front door. Agreed code can be available to those renting hall and to trustees.

4. Hall management:

- Bookings: Healthy; regular bookings include school, toddler group, Pilates (now twice weekly), WI, Parish council, some social gatherings.
- Publicity (advertising, website): no response to recent appeal for new trustees in Speke Up.

5. Finance: MM presented year end statement of accounts. Current bank balance £12900.

Income approx sufficient to cope with normal running costs, but not major repairs.

6. Events: agreed to hold cream tea and tabletop sale on Sat 22 nd June

7. Date of next meeting: Tues 16 th July at 7.30 in the hall.