

# BUXHALL VILLAGE HALL COMMITTEE

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Minutes of the meeting of the Buxhall Village Hall Committee held on Thursday 19 February 2015 commencing at 7.30 pm in the Village Hall, Buxhall.

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## **Present**

Hubert Mitson (Chair)  
Sarah Clark  
Arthur Hicks  
Keith Proctor  
Mim Proctor  
Betty Steed  
Trevor Taylor  
Peter Jordan  
Valerie Lord  
Jill Reed

## **In Attendance**

Brian Tunbridge (West Suffolk College)

### **108. Welcome & Apologies**

The chair opened the meeting and welcomed all present. A particular welcome was extended to V Lord attending for the first time and B Tunbridge of West Suffolk College. There were no apologies all members being present.

### **109. Objectives and Timing of Agenda**

The timing and agenda were agreed.

### **110. Declarations of Interest**

H Mitson declared an interest in agenda item 6 (minute 114c). There were no other declarations of interest received.

### **111. Village Hall Re-decoration**

The committee received a schedule of works to be carried out by students from West Suffolk College. It was noted that the extent of the proposed work had increased considerably and now included the replacement of 8 windows which were rotten and beyond repair. The replacement windows would be, A rated 28mm double glazed rosewood coloured UPVC, members were assured that at £1,100 an exceptional price had been obtained. Costs for windows and all other materials & paint were estimated as circa £2,000. The colour scheme was discussed and unanimously agreed as Magnolia above the dado rail with a darker shade below the rail. After due consideration **it was resolved:**

**To approve the scheme and costs.**

B Tunbridge left the meeting.

### **112. Minutes of the Previous Meetings**

The Minutes of the meeting held on the 09 December 2014 were received, agreed as a correct record and signed by the chair.

(Proposed by P Jordan seconded by K Proctor all members in favour).

### **113. Matters Arising from Those Minutes**

There were no matters arising not covered by the agenda or the secretary's report.

#### 114. Secretary's Report

The secretary gave a progress report on matters arising from the minutes:

- a) Arrangements were in hand for the electrical installation and condition report routine testing (due every 5 years) of the buildings electrical wiring systems to be completed.
- b) The piano had at last been assessed but unfortunately had been found to have woodworm and the felt pads on the hammers were in need of replacement. Whilst these issues could be addressed it was felt not to be economical. The John Peel Centre had expressed its thanks to the committee for its patience and consideration but had declined the offer of the piano.

After due consideration it was agreed to sell the piano to H Mitson for £1.00.

- c) The secretary confirmed that he had written to the owners of the adjacent piece of land regarding the potential purchase of a strip of land. The proposal was under consideration.

The report was received.

#### 115. Annual Accounts 2014

The draft annual accounts for year ending 31 December 2014 were received and considered. The committee was advised that the accounts had been prepared by the treasurer in line with standard accounting practice but were yet to be audited.

Members noted that income from hire of the hall and equipment during 2014 was in line with the previous year £1,610 against £1,652 (2013). Although the accounts show an overall deficit over the year of some £2,321.08 (£808.25 deficit in 2013) the result is much more positive when taking into account actual costs to the hall net of funding grants received for new chairs was £198 and garage and base £3,024.

The overall effect of removing these exceptional items from income and expenditure show the accounts with an operating surplus of £901.58.

The treasurer advised total assets against current liabilities as £11,250.69 members compared income and expenditure for the year against prior year (2013).

After due consideration **it was resolved, subject to the accounts being unchanged following audit, to: Approve the annual accounts for the period to 31 December 2014.**

(Proposed by M Proctor seconded by P Jordan all members in favour).

The committee extended their thanks to the treasurer for his preparation of the accounts.

Tribute was paid to the work of Keith & Mim Proctor who had raised £620 from the fun quizzes during 2014.

#### 116. Conditions of Hire & Charges

J. Reed declared an interest in this item. Members agreed that she should remain in the room but take no part in the discussion; the meeting remained quorate and continued.

Hire Charges for the hall and equipment (paper 22) were reviewed. Members noted the beneficial rate of 20% discount available to Buxhall residents to encourage use the hall.

A request for a temporary reduction in charges for the Table Tennis Club was considered. The committee were keen to assist the club in its efforts to restart after quite a lengthy spell of inactivity but determined that a precedent should not be set.  
**After due consideration it was resolved:**

To:

- a) **Approve the revised Standard Conditions of Hire and Hire Charges 2015 / 2016; and**
- b) **Agree a rate of £10.00 per hire for the next 3 months of hire reverting then to standard hire charges.**

(Proposed by M Proctor seconded by S Clark all members in favour).

**117. Small Society Lottery (Little Ernie)**

The committee received a report from the secretary (paper 23) including a new constitution for the Little Ernie lottery which included aims, objectives, powers and membership along with a proposed list of officers drawn from existing Trustee's. After due consideration it was resolved:

To: approve the constitution and officers

(Proposed by M Proctor seconded by J Reed all members in favour).

**118. Correspondence**

The secretary advised that correspondence had been received from Mid Suffolk District Council confirming that discretionary rate relief had again been awarded to the Village Hall and was valid until 31 March 2016.

**119. Next Meeting**

The next meetings were agreed as:

- AGM Tuesday 14 April 2015 at 7.30pm;
- Tuesday 14 April 2015 to follow the AGM.

**120. Other Business**

There being no other business the meeting closed at 8.45pm.

Arthur Hicks  
Hon. Secretary  
March 2015