

Corfe Village Hall – Minutes 7pm Thursday 9th January 2025

Newton Lane, Corfe, Taunton, Somerset, TA3 7AQ

1. Roll Call / Apologies

Attendees - Keith Gosling, Chris Brown, Nigel Furniss, Ruth Pickles, Pip Hollins, Rob Smith, Emma Bowers. Apologies - Rob Hudson

2. Bookings

- Chris Brown updated the committee that private bookings have been consistent with four party bookings in December and four bookings so far in January.
- Yoga Club started as of 6th January at 6pm, please contact Lucy Dalley directly on contact@lucydalleyyoga.co.uk for more information.
- There has been an enquiry from Escape Support Group who are interested to book the hall and Queens Acre for a weekend in June (14th / 15th June) to celebrate their 21st Anniversary. Escape Support Group are a charity who help families in Somerset who have children with disabilities or special needs, through organising fun activities and days out. Will be discussed with PCC re. use of Queens Acre.
- Dave Kedward - interested in setting up a music night – all welcome who have a musical interest. Dave has asked people to contact him direct if interested.
- Friday Pizza Night – continues in 2025, with Andy coming first Friday of each month (except Feb when he will come Saturday 8th).
- Art Evening – Thursday 13th Feb 6pm - open to all. £40 per person and booking in advance is necessary. Email emmakbowers8@gmail.com for more information. Places will be limited.
- POP-UP PUB – SAVE THE DATE - FRIDAY 4th APRIL 7pm - 10:30pm. We will be visited by The Gin & Sin Co, who are local to Taunton. They will be providing a selection of Beer, Cider, Wine & Gin and cocktails. More to follow via a group WhatsApp as there will likely be a £1 entry ticket required that can be redeemed against any drink, so that we can gauge headcount so that the organisers can plan accordingly. Nigel Furniss has kindly offered to loan fairy lights for decoration.

3. Finances

Keith Gosling updated the committee that finances are strong. YTD to 31st Dec 2024 profit and cash are up around £4,000 as a result of approx £1,000 interest from Skipton investment account, £2,500 from the café and £500 from increased bookings. This will be useful given the number of improvement projects planned to the hall.

4. Ongoing Hall Improvements

a) Internal Store Room Refit

Racking has been ordered (and arrived 10/1). Tony Dewhirst & KG, along with several other volunteers will repaint & refit storeroom w/c 13th January, during periods when the hall is unoccupied.

ACTION KG/TD – lead refit.

b) Hall refresh

Plans are underway to repaint walls, ceiling & skirting. Colours chosen & working teams being set up, including to obtain a decorator quote. Fit new acoustic panels (following successful test during November wine tasting, these were ordered w/c 6th Jan, approx. 6 week lead-time) and replace

curtains & bench coverings (both ordered w/c 6th January). The committee is also awaiting a quote to replace the patio door blind with a full curtain. These combined actions will not only refresh the hall it will also significantly address the sound/acoustic issues for large bookings.

ACTION CB – obtain quote for decorator.

ACTION NF – paint skirting w/c 13th January.

c) Chairs

12 x blue fabric 'like for like' have arrived. 30 x folding black plastic plus storage frame have been ordered. This brings the total hall chairs to 82 (52 blue fabric & 30 plastic folding) in line with advertised hall capacity for booking purposes.

ACTION EB to contact Roz Meikle (Blagdon Hill) to enquire interest in old chairs.

d) Tables

Two different options have been reviewed – a white 'like for like' with current café tables and a wooden option, but conclusion is that neither are optimal. New tables assessment will be put on hold for now. Reconsider in a few months – including explore option to invest in a set of 'common height' long tables for increased multiple uses for the hall.

e) Outside Storage (and removal of shipping container)

This item remains on the agenda & minutes so that it does not get omitted. This is planned for May onwards once ground is firmer. Specification of outside storage is pending 4a to determine what storage is still needed for outside.

ACTION NF to obtain quote on metal bespoke unit, to compare with off-the-shelf versions.

5. Future Hall Investments

a) Solar. Per last minutes, committee has selected which solar company to proceed with, however prior to awarding the contract, the various grant fund applications need to be assessed (12 – 16 week estimated response time). To date, 6 grant applications have successfully been submitted for which we meet eligibility criteria, with a further 2 planned (subject of submission of acceptable policies, see item 6 below). Planning Application for the solar panels will also be required.

ACTION PH & RH to continue with further identified grant applications (pending 6 below)

ACTION NF to make enquiry with council regarding modification to planning application to location of the solar panels on the south facing roof of main hall.

b) Audio Visual

RH obtained updated quote from local provider. Given that grant fund applications will likely also take 12-16 weeks, the committee discussed option to just proceed with the Loop & AV upgrade, however consensus was to wait outcome of grant application.

ACTION RH & EB to submit grant application for National Lottery Fund (most likely grant).

c) Outside Patio Awning

No further progress since last meeting.

ACTION NF to research options for committee to review.

6. Articles of Governance & Hall Policies

a) Charity Structure – KG & EB provided an update of the meeting held with Helen Hinchliffe 5/12. Pending meeting Andy Butler w/c 13/1 re. current charity vs new CIO structure and next steps/recommendations will be reported at next meeting.

b) General policy review – Committee will be establishing several policies that will be publicly available (on the Corfe Village Website). To include but not limited to : Financial Control Policy & Financial Reserves (Drafted), Hiring (hall booking policy), Energy efficiency policy, Health & Safety Policy, Equal Opportunities & Data Protection / GDPR.

ACTION EB to draft policies using other village hall resources as benchmark.

c) Safeguarding; particular discussion on Safeguarding as this was specifically asked for in 2 grant applications, therefore this will be prioritised so that the 2 pending applications can be submitted.

ACTION EB to send draft to RP for review.

d) Place to store policies and confidential information – confirmed received back from Jonathan Jackson and Andrew Moloney that we can add the policies to the website. A private repository has also been proposed.

7. **Maintenance**

Summary of items to be addressed in due course:

- a) Outside: patio latch broken off again
- b) Outside: benches preservative & plastic feet
- c) Inside: window latches
- d) Digitisation of old photos

8. **AOB**

- a) 100 Club – collection for 100 club is underway. First draw of 2025 will be at the end of February at the next committee meeting.
- b) Fire Risk Assessment 19/11/24 report review once available, following payment of invoice.
- c) Privacy Shire House - NF will bring some options to the next committee meeting to review.
- d) Hall Booking Conditions - KG & EB to double check if website information is up to date.

9. **Date of Next Meeting** Thursday 27th February 7pm.