

**Standish Village Hall Management Committee**  
**Minutes of Meeting held at Standish Village hall**  
**On Thursday 16<sup>th</sup> February 2017**

**1.Present;**

Nigel Mattfield (Chair); Keren Mattfield; Pam Simonett; Ian Richens; Gerald Hartley; John Simonett; Stanley Dicker; Maree Stephens; Mike Stephens;

**Guest:** Marian Smith

**Apologies:** Den Smith

**2.Facebook**

KYM had met with Maree to discuss making best use of the Facebook page. Maree introduced Marian Smith (usually known as Maz) who lives in Moreton Valence and is the Neighbourhood Watch representative and has discussed with Maree that she would like to find ways for the 2 villages to work together for their mutual benefit.

Discussed;

- starting a new Facebook page to be a community resource; or
- broadening the scope of the present one.

Agreed to broaden the scope of the present one to include surrounding villages and to become a resource for the sharing of news and views and general advice, consultation or just chat. Maree will be moderator. There will be a button to press to join. Village hall news should then reach wider audience. MS and KYM to get together with Maz to get the scheme off the ground and report back.

**ACTION:MS/KYM**

Name of the Facebook page will need to be changed.

Link to Moreton Valence Website?

Should link Facebook page to Twitter account.

**ACTION:JS/MS**

SD - there is a 'What's On' feature in the Stroud News and Journal which we could make use of.

Maz left the meeting

**3.Minutes of previous meeting and matters arising;**

Minutes of last meeting approved and signed.

Matters arising;

- In future the Chairlift is only to be used under supervision or following instruction. JS will take charge of that.
- The issue of the carpet tiles to be carried forward to next meeting. In the meantime, Ian and Nigel to take a bit of carpet up and look underneath

**ACTION:IR/NM/KYM**

**4.Treasurer's Report** The treasurer had circulated his report. Budget agreed and the Treasurer reported that it is on course. About £5876 in account

GH concerned about collection of rent from the tenant. He is sorting it out. There is no standing order as matter complicated by the deduction of the pilates money. GH also on the case of the gymball money!!

Q- what is position with regard to the PC share of the website costs? GH not sure as the PC are presently without a Chair or Clerk.

**5.Maintenance Report**

3 heaters fitted in November and a further one since replaced

GH and IR in discussion with the listed buildings department about shortening the window handles for secondary glazing. Wait until sufficient funds and investigate grant. Insulation has been improved

Keysafe- Important to get sorted. It is cumbersome. Could it go on outhouse, as not listed? NM and IR will discuss and decide on location

**ACTION:IR/NM**

Certificate for testing of electrical equipment put in maintenance book. To be carried out every 3 years

Instructions for handdryer put in maintenance book

Handryer **NOT** to be switched off

PAT testing for portable appliances once a year- MS will ask electricians to do VH in June at same time as hers

**ACTION:MS**

JS and NM to check table that needs repairing

**ACTION:NM/JS**

## **6 Lettings Secretary's Report/Village Hall Diary**

Bookings healthy. GH will be using for band practice  
Village don't use it much

## **7.Tenant's Proposal**

Tenant proposes splitting the office accommodation and sharing with ERDA They would occupy 2 rooms each but access would be shared. They propose 2 separate leases and half the current rent each. KYM unhappy about legal implications eg

- Procedure complicated eg-tenant would have to surrender existing lease and renegotiate new one;
- Serious difficulties would arise for VH if one party surrendered their lease;
- Diocese would have to agree;
- Substantial legal fees would be incurred on both sides (Tenant should be told would have to pay VH legal fees)

Only possible agreement would be for tenant to sub lease so that one party liable for rent but doubtful diocese would agree

KYM to talk to tenant with GH. If tenants agree to sub-tenancy KYM to contact diocese **ACTION:KYM/GH**

## **8.Marketing**

Mail chimp up and running but e mail list not yet deleted Reminder will be in March SPAN

## **9.Housekeeping/cleaning**

RO cleaning weekly. Better  
New fridge installed and running

## **10.Caretakers Report**

Caretaker not present. Caretaker has substantial family commitments. PS to ask him if he is able to continue with caretaking duties.

**ACTION:PS**

## **11.Future events and Feedback**

Social Evening very successful  
Agreed repeat 8<sup>th</sup> April 2017

**ACTION:JS**

Music Evening 15<sup>th</sup> July 2017 JS to check with Den for use of his garden

**ACTION:JS**

## **12Village HallPlanner/Review of policies**

Carry over to next meeting

## **13.AOB**

- Mike cannot do risk assessment as could be held personally liable and has no professional insurance Mike and Maree to suggest someone or KYM to ask Linda Hart who diocese use in their other properties **ACTION:MS/MS/KYM**
- GH to ask broker value of property **ACTION:GH**
- Agreed keep TV licence going
- Agreed no lines in car park. RO should use the cones we provided
- VH network AGM- SD will go
- ERDA need to get own heater tested that they bring in
- Ashbin by front door will be cleaned by RO
- Agreed do not need inventory but keep checking when equipment needs replacing
- SD concerned about bees if double glazing installed. Not happening yet
- SD concerned about noise transference from gents loo following installation of handryer. No complaints received
- Can we now get internet?

**14.Date of next meeting:** 18<sup>th</sup> May 2017 at 7.30pm