Minutes of Beaumont Parish Hall Committee Meeting on Wednesday 29th September 2021

**Present: Trustees:** Malcolm Cotter, Bryony Kirk, Michelle Dickinson, Julie Irving, Geoff Ramshaw, Henry Salkeld, Rob Farmer, Yanina Palmer,

**Non-trustees:** Albinas Stasaitis (minutes secretary),

**Apologies:** Harold Bowron, Richard Peart, Tom Greenwood

1. **Election of Chair and Vice-Chair.**

Chairman: Harold is not standing this time due to illness. No-one was willing to accept the role. The new Vice-chair will take on the role of Acting Chair until a chairman is appointed.

Vice-chairman: Malcolm is willing to continue. Proposed by Bryony, seconded by Julie.

1. **Election of other officers.**

Treasurer: Julie is willing to continue. Proposed by Michelle, seconded by Bryony.

Harold has suggested a new role to organise local support and fund raising for the new hall:

Fund Raising Co-ordinator: Harold is willing to take on the role. Proposed by Malcolm, seconded by Bryony

Grant liaison: Bryony is willing to continue. Proposed by Julie, seconded by Geoff.

Grant liaison: Malcolm is willing to continue. Proposed by Julie, seconded by Geoff.

Bookings Secretary: Yanina is willing to take on the role. Proposed by Bryony, seconded by Malcolm.

Minutes Secretary: Albinas is willing to continue.

1. **Minutes of last meeting.**

The minutes of the last meeting were approved and signed by Malcolm. Albinas to retain the copy**. Albinas**

1. **Matters arising**.

Hall signage

Tom emailed that he has be given a price of £117 + VAT per sign. Malcolm had some signs made for the wildlife area. He is to see if they make brown signs and will give a second quote. **Malcolm**

Now need to clarify position of signs before completing the documentation for Highways Carlisle City Council. Liaise with Tom about placement. **Bryony**

Play equipment

Bryony has received the forms for the grants from Cumbria Waste Management Environment Trust. CWMET require six pieces of evidence to show that the community require the equipment.

Send an email to Bryony expressing the need. **All**

Bryony to contact the Youth Club to ask for evidence. **Bryony**

We will apply for funding before deciding which of the two quotes to go with.

Mike Collins has now been replaced by Andrew Davison at Historic England. We are now awaiting a response to see if there is a need for scheduled monument consent.

Contact Haggs regarding what surface mounting of equipment means, in terms of fixing it. **Bryony**

Hallmark 1 accreditation

Julie and Bryony have been through the Hallmark report and have started to action the requirements and collect evidence for the accreditation panel. Areas that are under review are procedures relating to banking, booking, minutes and hall users.

Richard has set up a central log of hall processes and forms which is now on the PC website page.

A hard copy of a new process or form to be given to Albinas who will add them to the file kept in the hall and also update the central log on the website. **All/Albinas**

Wi-fi

Joanna Coleman of Cumbria County Council says she would be happy to give a grant for the installation of a year’s worth of Wi-Fi but quotes are required.

BT will give free installation. £35 per month, inclusive of land line but they require a postcode. The post office will allocate a postcode only if the property has a post box.

Post box to be purchased and positioned.  **Malcolm**

Bryony will then obtain a post code. **Bryony**

Solway Communications Ltd has been contacted for pricing. They are dearer than BT.

Information not stated in the meeting: Multiple users require Download Speed 25 M bits/s, Upload Speed 3 Mbps and max ping rate of 100ms.

Film streaming requires DS 3Mbps.

In KOE BT Fibre 1 High speed broadband: DS: 40Mbps and US: 9.8 Mbps, ping rate 23ms.

Electronic cashless payment device

It costs about £30 to obtain a device, and then 1.5% of the takings. They can run off smart phone or Wi-Fi. In theory go ahead but more information is required. **Bryony**

Marquee dismantling

This has now been done.

In the AGM it was decided not to hire out the marquee in future. Remove marquee adverts from noticeboard and from PC website. **Harold/Albinas**

1. **Previous events**

Monthly Coffee Morning (Friday 6th August)

Charity: Beaumont Parish Hall Rebuilding Fund. Event held in the marquee. £70 raised despite the terrible weather.

Sunday Afternoon Teas during August 2-5pm (1st, 8th, 15th, 22nd & 29th)

Harold has written to those who helped either by serving or providing refreshments. The WI will not be able to serve/wait on tables next year.

Charity: Beaumont Parish Hall Rebuilding Fund. Total of **£1296** raised.

Made up of August 1st: £110, 8th: £274, 15th: £ 287, 22nd: £354, 29th: £167, Raffle: £104,

In previous years: 2020: N/A, 2019: £1000, 2018: £491, 2017: £275. Raffles: 2020: N/A, 2019: £180

Monthly Coffee Morning (Friday 3rd September)

Charity: Beaumont Parish Hall Rebuilding Fund. £54 raised. £8 books. Held inside the hall and the marquee.

1. **Forthcoming events**

Monthly Coffee Morning (Friday 1st October)

This event is in combination with Hospice at Home Christmas Card sale. In previous years, the combined event has raised less funds for the hall. We need to decide if we hold joint events in the future. Review at the next meeting when we can compare funds received.

Charity: Beaumont Parish Hall rebuilding Fund. Served scones and drinks only.

Bonfire Night (Cancelled this year)

In recent years, the hall has reached full capacity. As all other bonfire night events in the area have been cancelled this year, there is a high possibility of the evening being over-run. This year’s bonfire night has cancelled due to safety issues as any insurance claim would be invalid if the event was oversubscribed.

Autumn Fair (date to be decided)

Contact MaryAnn for to investigate stallholder’s details. Need to know before 10th October for the advert in the Parish Magazine. **Bryony**

Children’s Christmas Party (Saturday 11th December)

Place advert in Parish Magazine and on PC website. **Albinas**

Contact MaryAnn for primary aged children in the Parish. **Bryony**

Committee members to note if there are primary school aged children in their area and let Bryony know their names for the party invitations. **All**

Over 60’s Annual Parish Lunch Sunday 23rd January)

Place on claiming dates list in Parish Magazine and on website. Advertise next month. **Albinas**

Queen’s Platinum Jubilee Saturday 4th June 2022

Event now in Parish Mag and PC website.

This will run in the afternoon and evening.

£100 deposit for the hog roast, total cost £1200.

Drinks: Do ourselves

Bouncy castle/ disco dome hire: around 2 pm -5 pm. Look for suppliers/prices. **Michelle**

Evening dance with Solway Band 5 pm -9 pm Availability and prices **Albinas**

Halloween Party

Yanina suggested a Halloween Party event. Minute for next year. **Albinas**

1. **Treasurer’s report**

Since we last met, we have had the August afternoon teas that generated £1296 towards the new hall as well as receiving grants from the Parish Council of £1380 (being £840 towards the grass cutting, £300 towards general maintenance of the hall and £240 towards playground maintenance), hall hire from the Parish Council for both their August and September meetings of £40 as well as the summer playscheme of £276. We have also received £150 from the Drovers Rest as a donation for having the gazebo, £65 from the WI from their post talk tea, £10 private parking, £10 from the sale of alcohol left from previous events and a kind donation from Kathleen’s brother-in-law in lieu of a birthday present.

We have also had notification and confirmation from the Cumberland (but not the bank statement confirming this) that we have finally received the £28,898 lottery grant to cover the professional fees of the next stage of the new build.

Expenditure has been to British gas £25.85, Water + £19.49 along with £40.69 in relation to the noticeboard and I would like you to approve a cheque tonight for £455.00 for the first half of the summers grass cutting.

Taking all this into account our income over expenditure so far this year is currently £40,223.94 and total reserves are £110,016.80 being restricted funds in relation to the wildlife garden of £419.36 and the new hall of £45791.53 and £63805.91 in the general fund. However, this will reduce dramatically once the bills for the professional fees start to come in. We also owe Malcolm for expenditure on the wildlife garden that we received a donation for last year.

Current A/C CBS 92616.13

Business premium account 3529.32

National Savings and Investments 13811.03

Cash 60.32

Total **110016.80**

Broker has emailed us to remind us that the contract with our existing electricity supplier is due to end. Albinas has looked online and there are no current quotes available due to the gas price crisis. He will search for a quote in a couple of months, and then review prices on offer. **Albinas**

1. **Booking secretary’s report**

Bryony has previously circulated the bookings list.

Richard has offered to help put out the short bowls mat for the U3A if that event goes ahead.

1. **New Hall Plans**

Bryony, Harold and Julie had a Skype meeting on 12th August with the architects and designers to start the process of the hall design. The architects have been instructed to go ahead with the next stage: drains, electrical fixtures. etc. Further meetings with the committee to fix on more detailed specification shortly. A cost for the new hall should be available near to Christmas.

1. **Wildlife area**

Area needs to be strimmed in the first week of October. **Malcolm/Bryony**

Rake a few weeks later. **Geoff/Rob/Malcolm**

To ease raking, it was agreed to purchase a wooden hay rake. **Malcolm**

1. **Maintenance**

The entrance board has now been re-stained by Mike Philips.

Old fence wire.Move to the gate area and surround with tape **Geoff/Malcolm**

Re-contact scrap man **Harold**

Guttering Richard informed Albinas that he has fixed the gutter and also removed the wasp nest.

Faulty tap in the kitchen. The plumber has been contacted; we are in a queue.

Fence at Front gate. **Henry**

Front Fower Beds **Yanina/Bryony**

1. **Fundraising and Grants**

See New Hall.

1. **Correspondence.**

None.

1. **Any other Competent Business**

Hooks Required for both storage rooms. **Malcolm**

Addition duties relinquished by the chairman:

Cleaning rota: Put out a tender to local self-employed cleaner on a twice a month basis in the Parish Magazine if no response then put out to cleaning agencies for tender. **Albinas**

Cleaning specification needs to be written. **Bryony**

Monthly Coffee Mornings: Richard has offered to help when he is available. **Richard**

August Afternoon Teas: Richard has offered to help when he is available. **Richard**

Dustbins/recycling bins: Richard has offered to do this weekly. Liaise with Julie. **Richard/Julie**

Maintenance contractor: Tom and Richard have both offered to undertake this duty. Allocate as necessary. **Tom/Richard**

Keyholder: It was decided to allocate this as necessary.

Grass cutting 2022

Advert sent into the Parish Magazine and on Website. **Albinas**

1. **Date of next meeting: Wednesday 27th October 2021 at 7.30 pm**

The meeting was closed at 21.45 pm.