Minutes of Beaumont Parish Hall Committee Meeting on Wednesday 23rd February 2022

To reduce the risk of spreading the Omicron variant of Covid 19, this meeting held on zoom.

**Present: Trustees:** Harold Bowron (Chair), Michelle Dickinson, Julie Irving, Bryony Kirk, Yanina Palmer, Richard Peart, Geoff Ramshaw, Kathleen Bowron (W.I.)

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

1. **Welcome and Apologies.**

Harold welcomed everyone to the meeting

 **Apologies:** Malcolm Cotter, Rob Farmer, Henry Salkeld,

1. **Minutes of last meeting.**

The minutes of the last meeting were approved and signed by Harold. Retain the signed copy**. Albinas**

1. **Matters arising**.

Hall signage

Bryony has spoken to Hellen Aitken from ACT. The paperwork Tom provided are not relevant for the sign we are intending to have erected. Hellen Aitken will look into the paperwork required for the sign and report back to Bryony.

Play equipment

The planning application has been submitted and accepted by the City Council. Historic England had requested an additional drawing which Malcolm has submitted. Historic England say that if we cut off existing equipment to ground level and do not disturb the area, we need not summit any further application for Scheduled Monument Consent.

Once the planning application has been granted, we can apply for grants from CWMT, this is unlikely to be at the next round of grants in March but rather the following round.

Hallmark 1 accreditation

Bryony has spoken to Hellen Aitken from ACT. Bryony has been through the ACRE model forms to try to see which parts are suitable for adoption by our hall. Many are irrelevant or overly complicated for our hall.

Keyholder register

Harold has issued a numbered key fob to each trustee that matches the key register.

Update Processes and Forms list and re-issue the latest updated keyholder list. **Albinas**

Wi-fi /Electronic cashless payment device

Trial at the next Coffee Morning on Friday 4th March. Will need people to use their mobile phones for payments.

EV Charging point

Wait until the new hall is built as we are not sure of the siting or specification of the charger.

1. **Recent events**

Monthly Coffee Morning (Friday 4th February)

Charity: Beaumont Parish Hall rebuilding Fund.

A total of £114 raised (£76 donations, £25 Marmalade, £10 cards, £3 Books).

1. **Forthcoming events**

Monthly Coffee Morning (Friday 4th March)

Charity: Beaumont Parish Hall rebuilding Fund.

Serve scones and drinks only.

Over 60’s Annual Parish Lunch (Sunday 8th May)

Check with MaryAnn to see if she is available to cook the meat. **Harold**

See if Gill can do a trifle. **Harold**

Advertise on the PC website and Parish Magazine on given the go ahead. **Albinas**

Yanina said she would be able to help with her daughters.

Beetle drive (Saturday 23rd April)

Advertise in Parish Magazine, PC website and Facebook. **Albinas/Michelle**

Summer Fete/Queen’s Platinum Jubilee (Saturday 4th June 2022)

Event now in Parish Mag and PC website. Albinas has also placed an advert in the parish magazine asking if there are any artisan food, craft and gift stallholders who wish to have a stand to reserve a table with Bryony or Michelle. WI wish to hold a “knock the tin can” stall.

This an all-day family fun day. Advertise in Parish Magazine, PC website and Facebook.  **Albinas/Michelle**

11 am - 5 pm Bouncy castle & a disco dome (Little King’s Castle Hire) have been booked at a cost of £300.

The Insurance certificate has been emailed to the Hall email. Needs confirming. **Bryony**

5 pm Hog roast We will have to provide the salad/non-meat options.

Harold and Bryony have now confirmed that the hog roast is to go ahead for 120 -130 people. (£695)

Music at 5.30 pm. Dancing 6 pm – 9.30 pm with Solway Band. (£50) Confirm times with the band. **Albinas**

Drinks: Sandy and Sarah will have a stall during the day and run a bar in the evening. They will sort the licence. Ask if Sandy and Sarah will also supply nuts and crips. **Bryony**

Funding £750 from the district councillors, plus the PC offer to underwrite a maximum of £250 if the event incurs a loss.

Plan to have daytime events free of charge but charge an all-inclusive price for the dance, hog roast and food of £6 adult and £3 per child. Tickets sold in advance only.

Have a think of any family games or stalls that could be run to generate a small income.  **All**

Possibility of blood bikes/air ambulance to attend. Speak to Rob **Harold**

Local businesses as sponsors. **Discuss at the next meeting**

1. **Treasurer’s report**

Since our last meeting we have received £80 in hall hire from yoga, £50 re band practice, £20 from short mat bowls, £19 from the flower club and £54 from tea and coffee after yoga and bowls.

Expenditure has been £285.97 to British gas for Dec/early January, £695 for the hog roast, £50 deposit for the bouncy castle, £117 planning fee re the play area, £13 on repairs and £22.80 for the sum up machine. I’d like to approve a payment of £11 for Richard for a plug-in timer and light bulbs which I’ll drop down tomorrow.

Taking all this into account our income over expenditure so far this year is currently £36,022.09 and making our total reserves are £105,814.95. As of yet we haven’t paid any further bills re the current stage of the planning process of the hall but they will be due soon along with the fees payable for building regs approval.

Our money at cash and bank is as follows:

Current A/C CBS £88,500.57

Business premium account £3513.43

National Savings and Investments £13811.03

Cash £89.92

Deposits held £-100.00 Overall £105,814.95

Electricity

The table below shows the prices including VAT that the hall has paid over the last few months.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| 10 Aug | 9 Sep | 9 Oct | 9 Nov | 9 Dec | 9 Jan | 6 Feb |
| £28.15 | £28.91 | £46.25 | £50.31 | £93.70 | £285.97 | £421.61 |

Recent electricity usage has recently increased rapidly. The electricity tariff is fixed until May 2022 but with the recent price rises are expected to double, at least. These increases are not due to the energy price increases. There is a dilemma of keeping the hall aired to prevent the wooden floor coming up again and the use of electricity.

Judith has supplied a 2kW fan heater that has been in the hall since 16th. Unfortunately, the WI had left the hall heating on overnight during the period that Bryony was due to survey of electricity usage.

Look at the heater/meter readings during the next few days. **Harold/Richard**

Ask Tony Grainger if he has any suggestions regarding insulating the floor. **Bryony**

1. **Booking secretary’s report**

The list had been previously circulated.

Everyone is happy with the 3 monthly report as currently supplied.

1. **New Hall Plans**

The architects are currently awaiting responses from the Hall Trustees:

Architects need these answering:

Should we have the service hall lined with fire resistant plasterboard? Agreed to use fireboard.

Do we have a fire risk assessor? No. Agreed to make enquiries of fire extinguisher supplier. **Bryony**

Still awaiting the drainage and mechanical and engineering plans to be available for submission to the City Council for Building Regs Approval, and also the costing estimates.

It was agreed to make the following payments to the architects based on the works that have been completed. An initial 60% of the bill once the current plans have been submitted, a further 20% when the finalised drainage, M&E and any other plans are submitted to building control.

Only once the plans have been approved and we have the final coating estimates should the final 20% be paid.

1. **Wildlife area**

Malcolm is awaiting delivery of the bare-root hedging plants from the Woodland Trust.

Platinum Jubilee celebration tree

It was agreed to purchase a hornbeam tree at about £80 and get this registered to commemorate the Queen Platinum Jubilee. The WI may wish to plant a rowan and Bryony will be raising the subject with PC to see if they would be interested in planting a crab apple.

Malcolm feels we should use trees native to the area. Plant them in a line along the fence, from the central path back to the existing trees would be suitable.

1. **Maintenance**

Fence at Front gate. Henry has the components and will fix when the weather improves. **Henry**

Dykes Henry will do these in the next few weeks.

Hooks for storage rooms Malcolm has now placed the hooks.

Cleaning storage caddy at a cost of approximately £10. **Bryony**

Faulty lights in Ladies WC Sorted by Richard.

Weather strip on front Now sorted by Richard. A temporary fix only as the door is rotten.

Main Hall fluorescent lamp This has now been resecured by Richard

Cleaning store catch Has now been fixed by Richard.

Hall cleaning discussion. The hall has been left both dirty and in disarray following recent events.

“Check before departure” list to be drawn up. **Bryony/Yanina**

1. **Fundraising and Grants**

None.

1. **Correspondence.**

None.

1. **Any other Competent Business**

ACT Community Buildings seminar report

Geoff sat in Zoom ACT seminar. Some items that were discussed were relevant.

Fixing of electricity energy bills on a 24 -36 months contract term. This may be superseded by recent events.

Pickleball, a cross between ping pong, table tennis and badminton. A slower paced game suitable for all ages. Sports England grants would be then available if we did this event in the hall. Contact details for person to speak to the hall about required specifications.  **Geoff**

Sound reduction panels to improve the acoustics in the new hall.

Grants available from Sports England for legacy activities to celebrate the Queen’s jubilee.

Grass cutting tender

We have received three quotes: A discussion was had regarding the best quote but for commercial reasons as the minutes are publicly viewable online, the actual costs not included in the minutes.

It was agreed to go with ER. Notify those who quoted. **Albinas**

Parish Magazine Advertisements

Albinas reported that the Parish Magazine has stated that an initial advert for commercially run events would be free, thereafter a fee would be due.

1. **Date of next meeting: Wednesday 30th March 2022 on Zoom**

The meeting was closed at 9.30 pm.