Minutes of Beaumont Parish Hall Committee Meeting on Wednesday 6th April 2022

**Present: Trustees:** Harold Bowron (Chair), Rob Farmer, Richard Peart (via zoom), Geoff Ramshaw,

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

1. **Welcome and Apologies.**

Harold welcomed everyone to the meeting

Richard is willing to take minutes in the absence of the Minutes secretary.

**Apologies:** Julie Irving, Bryony Kirk, Yanina Palmer,Kathleen Bowron, Michelle Dickinson, Malcolm Cotter, Henry Salkeld

1. **Minutes of last meeting.**

The minutes of the last meeting were not approved. The minutes have now been amended at Harold’s request to read “The hall has been left both dirty and in disarray following recent events”. Once the February minutes are approved. Harold to sign a copy and pass to Albinas for the files. **Harold**

Albinas requested that future amendments to minutes be sent to him prior to the following meeting so that the amended minutes can be circulated for everyone to agree. **All**

1. **Matters arising**.

Hall signage

Bryony is in the process of completing the application form for a brown sign through Highways, Cumbria County Council. The application requires us to send a £200 application fee with it. Other fees in the region of £3000 will also need to be paid, and ACT have said that other halls have applied for grants towards these costs. If the committee approve this application, Bryony will liaise with Julie. Not approved. Use a different idea to resolve the problem.

Play equipment

The planning application has now been approved. Scheduled Monument Consent issues were also agreed with Historic England during the process, and will not be required with the current proposals.

As we have the approved application, Bryony has been able to submit an application for a £17200 grant from CWMET (Notification in August).

Bryony has also applied for a grant of £5000 from Cumbria County Council 0-19 Youth Fund (notification in May), hopefully for the third-party contribution towards the CWMET grant. There is no guarantee that we will get the full amount. Any shortfall due to this or any price increase since the quote was issued should be able to be covered by the hall.

Bryony has also applied for a £5000 grant from the play area fund from Carlisle City Council (notification in April).

The Parish Council have granted £1000 towards the new play area.

Hallmark 1 accreditation

Bryony has had a consultation with Hellen Aitken, ACT, and has gone through the ACRE model hiring agreement in detail. Bryony is currently awaiting clarification on a couple of points. Once these are resolved this should be able to be completed.

Bryony has previously emailed the committee the revised safeguarding policy and booking T&C. Bryony proposes that the committee adopts the new Safeguarding policy and also adopts the revised booking T&C so that they will be in line with the ACRE booking procedures. The Committee agreed to adopt the new safeguarding policy and the new booking T&C. The Safeguarding policy (BPHX 02) was signed by Harold.

Add policies to website and update the Processes and Forms log. **Albinas**

A Safeguarding officer will need to be appointed and the safeguarding policy needs to be reviewed annually at the AGM. Add to AGM agenda. **Albinas**

Wi-fi /Electronic cashless payment device

The device worked well at the March coffee morning. The next round of funding for Wi-Fi is now in September. If the committee wish to go ahead with this, Bryony will liaise with Joanne McKenna Carlisle City Council. Approved in principle. Get quotes from suppliers including BT. **Bryony**

Pickleball

Pickleball court dimensions are a minimum of 22 feet by 44 feet. The hall is 17.5 x 64 feet with a height of 9 feet to the beams. Richard Wise, Cumbria rep of Pickleball England has said the current hall is too narrow and low to be used safely for pickleball but the new hall should be fine. He has offered to run a taster session at the new hall when it is built or in the meantime introduce us to pickleball at another venue. Contact Albinas for Richard’s contact details.

1. **Recent events**

Monthly Coffee Morning (Friday 4th March)

Charity: Beaumont Parish Hall rebuilding Fund.

A total of £94.15 raised (£61.15 cash donations, £31 electronic transfer donations, £2 Books).

Monthly Coffee Morning (Friday 1st April)

A total of £71.00 raised (£70 cash donations).

1. **Forthcoming events**

Beetle drive (Saturday 23rd April)

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

Bryony has made posters to distributed in the village notice boards and in the hall. **Harold**

Elsie has asked if she could have help in the kitchen to serve food and clean plates. Harold will ask for volunteers. **Harold**

Raffle prizes are required. **ALL**

Monthly Coffee Morning (Friday 6th May)

Charity: Beaumont Parish Hall rebuilding Fund.

Serve scones and drinks only.

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

Not sure of list of attendees. **Harold**

MaryAnn is still able to cook the meat.

Gill is still able to make a trifle.

Kathleen is happy to make a fruit salad.

Carrots **Geoff**

Helpers: Yanina + daughter, Geoff and Julie Lennon (until 2pm)

Harold suggested that a separate meeting could get together and finalise the details. **All**

Re-issue the list sent out and agreed in November with the above amendments. **Albinas**

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

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

The dance will be held inside. Inform Solway band. **Albinas**

A discussion was held regarding the insurance for the event. It is anticipated that in the region of 130 people will attend. Harold would like to check the insurance policies from suppliers. **Harold**

11 am - 5 pm Bouncy castle & a disco dome

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

Confirmed stalls

W.I. wish to hold a “knock the tin can” stall.

Sandy and Sarah’s craft beers

Alice Graham will run a craft stall

Blood Bikes Cumbria have accepted Rob’s invitation.

 Proposed stalls:

No response from the air ambulance.

Albinas has contacted Hospice at Home, unfortunately they will not be able to attend.

Alpaca stall?

Dog show only: Categories for (Most wagging tail. Most looking like owner. Best biscuit catcher. Prettiest.)

Ask Mari Reay to judge. **Bryony**

Cake competition, Queen’s Jubilee themed. Add to an advert. **Albinas**

Bring your own picnic lunch. No refreshments.

5 pm Hog roast

Music at 5.30 pm. Dancing 6 pm – 9.30 pm with Solway Band.

Drinks: Sandy and Sarah will run a bar in the evening.

Tickets sold in advance only. Daytime free entry. Discussion as to prices.

Evening: Hog roast: £6 adult and £3 per child. (120 tickets sold to Parish Residents only)

Dance: Free (100 tickets to be allocated to Parish Residents only)

Tickets to be printed. **Harold**

Details of the above event need to be confirmed by Saturday 9th April as the advert needs to be ready to go into the Parish Magazine on Sunday 10h April.

1. **Treasurer’s report**

During the month of March, we have received £100 in hall hire from yoga, £80 from short mat bowls, and £92 from tea and coffee after yoga and bowls.

Expenditure to British gas was £165.78 (as they estimated the usage for Jan/early Feb), £20 window cleaning, £9.99 unit for the cleaning materials, £80 for our Jubilee Tree, andJulie would like the committee to approve a cheque payment tonight for £37.20 for February’s hall cleaning. Approved. **Julie**

Julie agrees with Bryony that we should now pay the £5580 currently outstanding (which is 58% of the fee quoted for this part of the work) so if the committee could discuss and if approved, she will write a cheque out and post it. Approved. **Julie**

Before taking into account a cheque to Architect’s Plus our income over expenditure is currently £36,497.82 and making our total reserves are £106,290.68. As of yet we still haven’t paid any further bills re the current stage of the planning process of the hall but they will be due along with the fees payable for the first stage of building regs approval.

Our money at cash and bank is as follows:

Current account at CBS £89,008.58

Business account £3,485.18

National S&I £13,811.03

Cash in hand £85.88

Deposits -£100

**Total £106, 290.68**

Electricity

Richard has now resolved the issues around the current electric contracts. A new fixed rate contract was set up in August which takes the hall through to May 2026. By good fortune, the rates are much better than any currently being offered. As electricity prices have increased by 19-27% we need to have a discussion about increasing the hiring rate.

Ask Julie to find out what the implications of actual price increases are. **Julie**

Use these details in the annual review of hall hire prices in the AGM in May.

1. **Booking secretary’s report**

The list had been previously circulated.

Note on Thursday 5th May, the hall is required by the City Council for elections of councillors to the new Cumberland Unitary Council.

1. **New Hall Plans**

Bryony has circulated the latest set of drawings from the architects, these include the drainage, and mechanical and engineering plans in addition to the latest statement for payment. The set of drawings are now ready to submit to the City Council for Building Regs Approval. We need to hurry as there are new building reg specifications due to be implemented in the near future that would mean that some of the drawings will need to be redone incurring additional costs. Submission of building regs would mean that some groundwork would have to start before June 2023. The committee agreed.  **Bryony**

We are still awaiting the costing estimate, which is now expected mid-May.

Kitchen Franchise

Richard has suggested offering the hall kitchen as a franchise to optimise the hall use. The Hall is situated in an ideal location, on Hadrian’s Wall Path, on Cycle Route 72 and 3 miles from Carlisle with no other café facilities in the area. **Discuss at a further meeting.**

1. **Wildlife area**

The trees to commemorate the Queen’s Platinum Jubilee as part of the Queens Green Canopy together with the 30 hedging plants from the Woodland Trust have been received and planted by Harold and Malcolm. The trees have now been registered with The Queen’s Green Canopy.

(Link to the site: https://queensgreencanopy.org/map-education-hub/qgc-map/#/?id=4744)

1. **Maintenance**

Fence at Front gate. Henry and friend have now fixed the fence. A thank you note has been sent.

Hedges Henry’s son, Paul, has cut the hedges. A thank you note has been sent.

Cleaning cupboard shelves. Now in place

Vacuum: Should this be in the hall cupboard? **Discuss at the next meeting**

“Check before departure” list Bryony has written and it is on the foyer side of the outer door of the hall on display.

Area outside the hall Over the last few weeks Bryony, Harold, Malcolm, Liz Morton, Judith Swinsco, Rev Tudor, Geoff, Julie and Dawn have been clearing the gravel, weeds and debris from the area outside the hall. Kathleen has provided refreshments for the weary workers, Julie has kindly paid for some fresh gravel and plants, Liz, Harold and Julie have donated compost, Bryony and Judith donated weed supressing membrane and Judith donated plants for the large planters. Many thanks to everyone for their generous gifts and time.

1. **Fundraising and Grants**

Under Play equipment.

The City Council has funding for events to commemorate the Queens Jubilee, which we should apply for.

We should apply for the funding. **Malcolm/Bryony**

1. **Correspondence.**

Under New Hall.

1. **Any other Competent Business**

Contract database

Richard has suggested having a file for all hall contracts, rather than having to rely on an individual’s memory. Perhaps using the hall email address which Bryony set up and circulated and which committee members can access for correspondence or agreements with brokers, suppliers etc.

 **Discuss at next meeting**

Window cleaning Stuart has done and has been paid for the external cleaning. Bryony proposed that we ask if he will do the insides too. Harold did not think that this was necessary. The committee did not approve the proposal.

Stick picking In order that the grass be cut, Harold has suggested a stick picking day on Thursday 7th April from 2 - 5pm. **All**

Keys Harold has now allocated some key fobs for all the sets of hall keys. Will everyone please bring their keys to the next meeting for further fobs to be supplied? **All**

1. **Date of next meeting: Wednesday 27th April 2022 at the hall**

The meeting was closed at 9.05 pm.