

Lydeard St Lawrence Village Hall Management Committee

Minutes of the Meeting held on 26th April 2022 following on from AGM

Present: Don Hobson (Chair), Jo Stewart, Anna Broad, Liz McConnell, Michaela Greener, Andy Glendinning and Clare Marshall

Apologies: Paul Yeomans and Kate Campbell

Minutes of the last Committee Meeting held on the 1st March 2022 were agreed as being a true and accurate record. Proposed by Michaela, seconded by Jo and signed by Don as Chairperson.

Matters Arising: None

Introduction of New Treasurer and Treasurer's report

Don then introduced our new Treasurer, Andy Glendinning who had prepared figures for the committee showing income and expenditure for the village hall as requested at our last meeting. Andy explained that the profit from the table top sale was included in with the Hall Letting figures and the £671 listed under Council Grant was the payment made by the Parish Council towards having the Post Office service twice a week. Andy will continue to provide income and expenditure figures at our meetings. See Appendix 1

Building Maintenance

The annual fire and safety check of extinguishers and the fire alarm system had been completed for 2022. Two external emergency lights still remain to be fitted prior to a review of our fire safety risk assessment.

Paul provided the committee with a list of proposed works together with some estimated costs. See Appendix 2

The committee thanked Paul and acknowledged the amount of work Paul and Don do to maintain the village hall and how fortunate we were they were able to do this as getting a contractor is proving extremely difficult. Looking to the future the committee needs to find a contractor, particularly with regard to the retaining wall as the current situation is unsustainable long term.

Governing Document

This will be discussed at a future meeting when Paul and Kate are in attendance.

Social Events

Although well advertised, the Table Top sale in March had not been well attended and had proved rather disappointing particularly for the stallholders.

Michaela and Anna are to get together to discuss a future social event, possibly a music evening and are still looking into the possibility of a youth club.

Next meeting: Tuesday 5th July at 7 pm

Any Other Business

Tables, chairs, teaspoons and tea urn are being used from the Village Hall for Open Gardens weekend in return for a donation.

The meeting closed at 8pm

Appendix 2

Lydeard St Lawrence Village Hall

Report to Management Committee 26 April 2022

The only maintenance work completed up to date in 2022 is the annual fire safety check of extinguishers and the fire alarm system. Two external emergency lights remain to be fitted. When that work is complete, I propose that we do an emergency evacuation trial and a review of our fire safety risk assessment at the end of one of our regular meetings in 2022.

External appearance of the site continues to be maintained through the grounds maintenance contract with Sophie Telling.

A list of proposed works is listed below, together with some estimated costs. Finding a contractor to do this work has been problematic, suggestions would be appreciated!

Date	Activity	Cost
	Repair to roof verge above back door	400
	Adjustment of rear gutter to improve access	200
	Repair coping to rear wall	300
	External pointing minor areas	200
	Floor to large garage and doors	1700
	Rebuild top of retaining wall on southern boundary	10000
	Repair wall below tree in car park	300
	Replace window in south wall of main hall with opening light to improve ventilation	400
	Remove asbestos chimney	500
	Repair to damaged gutter above porch	200