

# ALBOURNE PARISH COUNCIL [2023]

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## Minutes of the meeting of Albourne Parish Council (Village Hall Management Committee) - meeting as the Trustee of the Albourne Village Hall held on Tuesday, 28<sup>th</sup> March 2023 in Albourne Village Hall.

Present: Councillor Graham Stafford (GS)  
Councillor Jerry Butler (JB) (Chairman)  
Councillor Suzi Sawyer (SS)  
Councillor John Drew (JD)  
Councillor Di Smith (DS)  
Mick Gratton (MG)  
Tina Ware (TW)  
Shane Axtell (SA)

In attendance: Iain McLean (Parish Council Clerk) (attending by Zoom); Jenny Gratton (VH Treasurer).

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The meeting commenced at 7.00 p.m.

1. **Apologies for absence.** There were no apologies for absence, and no declarations of interest from Councillors.
2. **Approval of minutes of the previous meeting.** The minutes of the last meeting held on 31<sup>st</sup> January 2023 were formally approved by those present, and duly signed off as a true record by JB.
3. **Matters arising.** There were none not otherwise on the Agenda.
4. **Domestic issues – Unwanted activity around the VH.** There are again no reports that the VHMC is aware of at the present time. **Electrical work.** JB had sent an email round, and the work to put in an additional socket behind the bar, had been approved in correspondence. This had been done by Eco Electrical Systems at the quoted cost. **Decoration.** It was considered appropriate to defer this to the newly constituted Committee in May, following the Parish Council elections on 4<sup>th</sup> May 2023. There was a general discussion about the constitution of the Committee, and it was noted that there would be new Parish Councillor

representation on the Committee, given that a number of current members are standing down. The Clerk reported that the five Parish Councillor members on the Committee would be appointed at the first meeting of the new Parish Council on 9<sup>th</sup> May (being the Annual Parish Council meeting). The Clerk will check the position of Chairman of the VHMC and report back. **Radiator leak.** This has been resolved by JB as emergency work, and a plumber was called in to fix the leak. It is likely that the radiator was knocked by something which caused the joint to spring a leak. This needs to be boxed in somehow, e.g. by a block of wood, in order to prevent any re-occurrence of the problem.

5. **Financial Statement.** The financial Statement provided by the Treasurer has been circulated, and is attached. It was reported that the smart meter is only for the electricity use at the Hall, and not for gas. There has been no recent bill for gas usage, and this will have an effect on budgets and finance for the relevant years. It may be appropriate therefore to operate a sinking fund. It was also reported that the details of the Government's relief on energy bills is awaited. Otherwise, JG confirmed that the year-end accounts are being prepared in readiness for submission to the Charity Commission. The CCLA deposit amount has not changed and remains as previously reported. **Claiming out of pocket expenses.** JB mentioned that if possible, any expense claims should be made now, so as to register in the 2022/23 accounts. He also reminded members that such claims need to be made within 90 days of being incurred, and be supported by relevant invoices. **Status/ownership of Village Hall.** The Clerk has circulated a detailed paper on this, but it was noted that whatever the position at the outset in 1977 (when the Hall was built), MSDC now owns the freehold of the land and buildings, and that the 2012 Lease from MSDC to the Parish Council (as trustee) applies to both. The current Lease expires in 2032, and whilst there are no obligations on either of the parties in terms of renewal, it is likely that the Lease will be renewed then, given the original aims and intentions of establishing a charitable trust with an associated lease for the effective running of the Hall as a community asset. However, this will be very much a matter for the VHMC at the relevant time to resolve and negotiate with MSDC.
6. **Projects. Garage current status and garage contents and their future.** It was noted that this still remains outstanding, but it was thought that the coming Easter holidays would present a good chance to undertake this task, when hopefully the weather will be clement.
7. **Social activities. Albourne Arms.** This continues to do well, but JB reported a need to raise the price of a pint of beer due to increasing costs and overheads. After discussion, it was proposed by SS and seconded by DS and then unanimously **AGREED** to increase the cost of a pint from £3-20 to £3-60, which is still considerably cheaper than pub prices. There may need to be a further review of prices (both as to beer and wine) in three months time. **King Charles III Coronation.** There is a separate meeting after this one, in order to discuss the arrangements and the progress made to date. However, JB reported that the budget is overspent, and so it was proposed by JB, and seconded by GS, and then

unanimously **RESOLVED** to increase it by an additional £500. However, it was noted that the application for a grant from MSDC to cover half the cost of the marquee is awaited, and the grants panel will be meeting on 14<sup>th</sup> April 2023. If this is given, it will help the financial position. It was also agreed to approach the Parish Council for a contribution. **Future Events.** There are none in the pipeline at present.

8. **Any other business.** There was none, other than JD raised the issue of an application to hire the car park for the parking of vehicles connected to a private party event. It was first reiterated that any such requests must be made to the Bookings Secretary, and not to individual VHMC members. There was also a discussion on the use of the VH car park, and that it would be appropriate to post a notice on the premises indicating that the car park is for the use of VH users only. The Clerk will check the Lease provisions in case they are relevant. Finally, as it was their last meeting, JG proposed a vote of thanks to JB and GS regarding all their work on the Committee over very many years, and this was heartily endorsed by all present.

9. **Date of next meeting.** This was agreed for Tuesday, 27<sup>th</sup> June 2023 at 7.00 p.m. in the Village Hall, and JB will book the Hall.

The meeting ended at 8.00 p.m.

SIGNED as a true record.....

Chairman

DATED.....2023