

ALBOURNE PARISH COUNCIL [2024]

Minutes of the meeting of Albourne Parish Council (Village Hall Management Committee) - meeting as the Trustee of the Albourne Village Hall held on Thursday, 28th March 2024 in Albourne Village Hall.

Present: Councillor Di Smith (Chair) (DS)
Councillor Suzi Sawyer (Vice Chair) (SS)
Councillor Shane Axtell (SA)
Eve Gerhold (EG)/Tina Ware (TW)
Christopher Davies (CD)
Dave Robson (DR)

In attendance: Iain McLean (Parish Council Clerk) (attending by Zoom).

The meeting commenced at 7.00 p.m.

- 1. Housekeeping.** The Chair opened the meeting, and welcomed everyone present. Councillors John Spencer and Imelda Spencer had sent apologies for absence. Apologies had also been received from Gail Murray (Treasurer), and Sandra Axtell (Bookings Secretary). There were no declarations of interest from Councillors on this occasion.
- 2. Approval of minutes of the previous meeting.** The minutes of the last meeting held on 4th January 2024 were formally approved by those present, and duly signed off as a true record by DS.
- 3. Matters arising.** There were none raised on this occasion.
- 4. Domestic issues – Deep Clean/Decoration.** This has been mainly completed, but there are still a few parts to do, such as the doors. There was a discussion on the colour to be used, and it was **AGREED** that this should be done in forest green. **Chairs.** This was discussed under item 6 below.
- 5. Financial Statement and matters.** In Gail Murray's absence, her financial report, which had been circulated prior to the meeting, was noted, and will be

published with the minutes for the record. DS referred to recent expenditure and plans for the Hall. The position will be clearer by the date of the next meeting.

6. Projects. Garage current status and garage contents and their future.

There is no further progress at present, and the matter is on hold for the moment. However, the garage is now empty, except for some items and rubbish that have been agreed can be disposed of. It was noted that the Under 5s Group have now fully completed removing their items, and that they no longer have any use of the garage, or responsibility for it. **Rolling list of actions.** DS went through the three lists, which had been circulated to members prior to the meeting-

To be agreed list – the wallboard will be used and put back after each use. Dan Smith will be asked to take on the new website design, and domain as SA is unable to assist at the present time because of work commitments. It was agreed that the backing for the fire appliances to prevent rubbing on the walls, was not really required. The cooker grill needs resolving. Two further matters were added, and it was **AGREED** to replace the barstools and the wine glasses for the Pub. It was prepared to pay for these out of the bar profits as and when available.

Completed list – this will now record that the streamlining and pruning of the Under 5s storage area, has been completed, and so will be removed from the “*To be completed list*” below).

To be completed – On advertising the availability of the Hall, it was thought that an advert in the Sayers Common Village shop and also on Albourne Connected would be useful. The acquisition of the overhead projector would be put on hold for the present pending the finances, but it is still thought to be a very worthwhile ambition, and could improve the attractiveness of the Hall for events. On the gate hinges, it was felt that as the Fire safety Officer did not have any problem with the operation of the gate, this item could be removed from the list. The lighting needs re-looking at. The last four items need the electrician to carry out the work and whilst DS has one estimate from the usual electrician, it was agreed that at least one more estimate should be obtained. The issue of the chairs was discussed, and whilst it was felt that any events that required a large number of chairs could be hired in, it was **AGREED** to purchase 50 plastic chairs so as to ensure that there would generally be enough chairs for most events. DS will progress this matter.

7. Social activities. Albourne Arms (Pop-up Pub). Nothing further to report at this meeting. **Future Events.** DS is progressing the proposal to organise a quiz night. It was noted that there could be some involvement with the Hall if plans for a resurrected Village Day come to fruition.

8. Any other business. (i) DR asked why there are so many Parish Councillors on the Committee, and whether if there were insufficient volunteers, this could cause problems in the future. The Clerk clarified that the Parish Council is the trustee of the Village Hall, and has delegated the role to the VHMC. It is therefore important that the Councillors have a good majority on the Committee, and the current

constitution provided for 5 (out of 7). If ever these places could not be filled, it would be a matter for the Parish Council to resolve, but ultimately it might just have to proceed with those members that could take up the places. (ii) EG mentioned that she had received a quote for an independent risk assessment to be done for the Hall in order to update the document. It was **AGREED** to go ahead with this. She also mentioned the problem of a large number of cigarette butts being discarded outside the Hall, and whilst the pub nights might be partially responsible, this needs further investigation. (iii) SS felt that the outside of the Hall could be made more attractive, and suggested some hanging flower baskets. Whilst it was noted that these would need ongoing attention, it was **AGREED** to take this forward, and SS will do so.

9. **Date of next meeting.** This was agreed for Tuesday, 25th June 2024 at 7.00 p.m. in the Village Hall, and DS will book the Hall.

The meeting ended at 8.50 p.m.

SIGNED as a true record.....

Chairman

DATED.....2024