

BUCKLEBURY MEMORIAL HALL

Trustees'

Management Committee Meeting

18th November 2014

Present:

Mike Scholl	Chairman
Dennis Gower	Secretary
Brian Mason	Treasurer
Alan Dunkerton	Parishioner
Jane Scholl	West Berks Ballet School
Julie Baker	Horticultural Society & Sewing Group
John Hicks	K A T S
John Brims	Bucklebury Parish Council

Apologies:

Mike James Tennis Club, Barry Anns Pre-School

11/14 - 1 Minutes of the previous Meeting (23- 9- 14)

These were approved and signed by the Chairman.

11/14 - 2 Matters Arising:

There were no matters that would not be covered by the agenda.

11/14 - 3 Chairman's Report: (Inc. Letting Sec's. Report)

Heating

The programmable thermostat is installed in the Oak Room and I think that is now working OK.

Unfortunately the heating is now not working in the Committee Room. It appears to be an electrical fault and I am hoping someone will look at it soon.

Hot Water

We now seem to have a problem with the hot water. I have also asked an electrician to look at that.

Gents Loo

And the light over the basin in the gents loo is not working. This is a bigger problem for the cleaners than the gents.

Tennis Court Lighting

Mike James will I am sure fill us in on the saga of the lights but thanks to sterling work by the tennis club we now have genuine 3 phase electricity and the tennis club lights are working.

Teapots

I have bought one more new teapot so there is one in the Oak Room and one in the Main Hall

General Repairs

I have asked the electrician to install a third new light fittings in the corridor. I am also intending to remove the wooden pole holding the middle car park light. Now we have the tennis lights this pole looks awful and I think the car park is sufficiently well lit without it.

The two new hand dryers have been installed.

We now have lights along the West side of the hall.

Hire Rates

I am proposing to change the way we charge. At present we have a day rate and an evening rate so on the odd occasion when someone rents the hall on a weekday evening they pay the same as they would on a Saturday night. The proposal is to charge our current day rate for all hires during the week and to charge a higher weekend day rate (ie for children's parties) and a higher rate for evening parties.

Although the increase looks substantial in percentage terms. It means that a childrens party or an evening party will cost a parishioner £5 or so more. Non parishioners will pay about £7 or £8 more. Overall this will bring us more in line with what other halls charge and will bring in about £500 assuming it does not reduce bookings. But it also removes the anomaly where someone wanting to rent the Oak Room for a weekday evening (where there is little demand) paid the same as if they were using it on a Saturday night. In addition we should increase our rates in line with our increase in costs.

Bucklebury Memorial Hall - Weekend Hourly Hire Rates 2015

	From 01/04/2014		from 01/04/2015	
	Parishioner	Other	Parishioner	Other
Main Hall				
Day Rate*	£7.80	£10.00	£10.00	£12.00
Evening Rate*	£15.50	£20.25	£16.50	£22.00
The Oak Room				
Day Rate*	£6.80	£8.80	£9.00	£10.00
Evening Rate*	£11.50	£13.70	£12.00	£16.00

This was agreed by the meeting.

Car Park entrance

As you know we do often have problems when the car park is busy (as it was on Sunday) There have been accidents when cars stop on the road. Graham Fatcher has quoted £1,500 to widen the entrance so two cars could pass. This would, I think, significantly improve the safety of our car park.

Victory Room

I went to the Victory Room AGM on November 6th. They are hoping to demolish and rebuild the hall. The new hall would be larger than our main hall and they would have a pavilion area for cricket and football. They will need to raise substantial funds to do this, but it would, I think, be a much better venue for funeral and wedding teas. And have much better facilities for the sportsmen.

Letting Secretaries Report

Bookings continue to be very popular. On Sunday the car park was full to bursting! I have a few 2015 bookings already. And a new keep fit class on Friday afternoons.

11/14 - 4 Treasurer's Report:

BM reported that whilst we were solvent at the moment, with £13000. in the funds, we have to pay a large water bill due to the undiscovered leak on the feed to the Oak Room which will give us a new balance of some £11K. BM said that he will continue his talks with Thames Water; but expects the final bill to be less than £1900 rather than the original bill of £2760. He continued by noting that although prices of our essential services were rising faster than the inflation rate the new hire rates for the hall should be raised each year by the September RPI. This was agreed.

JH asked the treasurer what he considered to be a reasonable end of year contingency fund level.

BM said that he considered £5000 to be a minimum level.

11/14 - 5 Any Other Business:

BA (By e-mail)

Hi Mike,

I'm very sorry, but I'm going to have to give you my apologies for this evening.

I'm afraid I'm not going to get there in time.

It's a little frustrating, as I wanted to continue the discussion about fees, and also present an idea.

Here is briefly what I was going to raise and other information for you:

1. The fence, I believe, has been mended by pushing back the sharp edge which does improve it. Thank you.

2. We're hopeful the tubes/spotlights will help with the Nativity Play, so thank you!
3. I communicated about the water pipe being boxed in where the chairs are.
4. Unfortunately, the protruding screw in the railings is still there. This continues to come up in the risk assessments for the pre-school, could it be sorted please?
5. Obviously the heating issue in the committee room is an issue you're aware of, but clearly it's meant that lunch club has had to be held in the hall which disrupts pre-school (given the hall can't be setup whilst the committee room is in use).
6. With respect to the fees, we still do not believe that there should be any raise for the pre-school. However, clearly with my not being there I cannot discuss this further. I have done some research however, and I believe that other pre-schools in hall settings are given preferential treatment given they are the main users and a primary source of income, as is the situation for BMH/BPS. We would be grateful for anything that could be done for BPS given the income freeze that has been going on for the last few years from WBC.
7. I will send you a separate e-mail regarding another idea the pre-school have, which will take me a bit more time to write-up.

As an aside, I have contacted Greenham Common Trust, and here is some information which might help the Hall and other charities:

- To apply for a grant, you need to do it via the website.
- There are now 4 funding rounds (previously 2), where you can request up to £5K per round, but a maximum of £10K per annum.
- The next deadline / round of funding is 20th March 2015.
- Applications are looked at not just by Greenham Common Trust, but also Englefield, Peter Baker, Thatcham and Newbury Town Councils (and others).
- My contact is Helen Carlile (e-mail is helen@greenham-common-trust.co.uk)
- You can also ask for gift-aid/fund matching (but still within the maximum of £10K per annum, as above). Let's say somebody in a cheque for £500, you could then ask for gift-aid or for it to be matched. Unfortunately this only works for charitable donations, not sponsorship or collections (due to UK tax rules on gift-aid).

I look forward to seeing the minutes from tonight and getting some feedback.

Best wishes,

Barry.

The items on this e-mail were discussed generally.

It was considered that Pre-School already had preferential treatment in that they normally exceeded their hours by 20-30 minutes each day. This could affect subsequent users. They also had the use of the committee room free of charge.

BM said that all the minor items of work mentioned were in hand and the groundsman would be carrying them out next week. He also said that our groundsman was preparing an alternative method of widening the E/E ramps which he could carry out at a reduced cost. He is now preparing an estimate.

11/14 - 6 Next Meeting:

19:45 on 20th January 2015 in the Committee room.

The meeting closed at 21:15