

Ibberton, Belchalwell & Woolland Village Hall Committee Meeting

A meeting of the Village Hall Committee was held on Tuesday 5th September, 2023 at 7.45 pm.

Present: Mrs H Yeatman, Chairman of Trustees, Mrs A. Newman, Secretary, Mr J. Franklin, Miss. B. Courage Trustees, Mrs B. Simpson, Chair of the Committee, Mrs J Holdsworth, Miss C. Lodder, Mrs J Kendal, Mr A Glover, Ms S Eslden. Apologies Lynn Dean, Mr A Constable, Mr. O. Yeatman, Mrs. M. Leamon, Mrs Lydia Wurfbain

1. Minutes of last Committee meeting

Proposed BS

Seconded JL

2. Matters arising

- Mrs Lydia Wurfbain has resigned as a Trustee but will remain on the committee to represent Woolland. The halls trust deed states the charity requires three trustees. (Charity Document & Village Hall Deeds are stored in the Dorset History Centre along with the early minute books.)

- Re: playground request from Ibberton Parish Council - Ibberton Parish Council have returned to the National Lottery and Dorset Council the grant money they received for a playground. When the Parish Council first approached the Village Hall about the possibility of a playground, the Village Hall offered half of the land on the grass area behind the halls shed and indicated that a lease was required, all expenses would be the Parish Councils responsibility. All charities are required to have an official lease with an organisation wishing to use a parcel of their land for over 7 years. The playground equipment had a suggested life expectancy of 8 years at least and the National Lottery would anticipate a playground to be in operation for well over 7 years. The advice from the Charity Commission, several charity solicitors and the Village Hall insurance company all indicated that a lease was necessary - AG mentioned that Christopher McCann had enquired how much the legal costs for a lease would have cost the Parish Council to use part of the land behind the village hall shed. One of the quotes received from charity solicitors was in the region of £2,000 - £3,000 plus VAT

- The wonderful Villages Award - unsuccessful
- Su Eslden has become a representative for Belchalwell
- Grass cutting rota working well - thank you to all involved
- Alcohol licence granted by Dorset Council. So far it has been used for an Artsreach event, Village Hall BBQ and Village Fete. A £15 corkage fee is charged to hirers if alcohol is sold. Costs of the licence and purchased wine/beer glasses will be recovered over the next few years.

- New village hall sign now fitted - thank you JF
- New outside tap - control from under the sink - very useful - please run the tap for 5 minutes so the water is fresh - noticed will be placed on the cupboard door under the sink
- Bench purchased to celebrate the marvellous contribution Derek Old has made towards the Village Hall for over 60 years. Presented at the Village Hall BBQ. Thank you JK for preparing the ground and AN for finding the slabs.
- Electric film screen project - a grant application was made to The National Lottery Community Fund - see later agenda item.
- Picture of King and Queen in large picture frame
<https://www.gov.uk/government/news/portraits-of-his-majesty-the-king-for-uk-public-authorities> - will apply once the government site is updated

- Successful Artsreach Children's Workshop (11/8/23) Report on Artsreach Facebook Site 🎬 Take a look at these fabulous films, made by budding young filmmakers in our stop motion animation workshop by Creative Workshops for Children at Ibberton, Belchalwell & Woolland Village Hall earlier this month! 😊 <https://youtu.be/XIGIOLfWEJA>

Creating new characters and exciting scenery using card, plasticine, wire and found objects, the children then used laptops and cameras to make them move on screen, learning all about storyboarding, set building, modelmaking, animating, sound recording and editing as they brought their film to life! 🎬

3. Trustees Chairperson's Report

HY and Trustees are happy with how the Village Hall Committee are for filling the charity's objective providing 'The provision and maintenance of a village hall for the use of the inhabitants of Ibberton, Belchalwell & Woolland without distinction of political, religious or other opinions, including use for:

- a) meetings, lectures and classes, and
 - b) other forms of recreation and leisure-time occupation, with the object of improving the conditions of life for the inhabitants.
- The halls current revenue stream is covering all the halls current running expenses with occasional capital expenses.

4. Financial Report - review of year-to-date income and expenditure

- Received Warm Home Discount, 2023
- Electricity Contract 40% increase of previous tariff - contract for 3 years
- Receiving £40 per month on monies in deposit account - interest rates increased
- Budget deficit for 8 months year to date approximately £400 if the cost of bench is included. If bench is not

AN
notice
on
cupboard
door
under
sink

included the hall has a surplus of approx. £130 year to date . Expenses 2 x new LED ceiling strip lights, alcohol licence and 96 wine & tumblers. Also, a new village hall sign to reflect Woolland Village now legally included in the area of benefit

- Total fund raising 1 x Artsreach show and 1 x children's summer workshop, 1 x BBQ, & 1 x film night generating £620 - another Artsreach, family film & evening film are planned this autumn.
- The National Lottery grant of £7,040 has arrived and £1,000 has been used as a deposit towards the equipment. This will be installed on 13th/14th September
- Insurance is due on 25 Dec - last year this was £611.44
- Overall to cover costs for full year (ex-bench) currently

5. **Maintenance Report**

- Hedge trimmed - Auston Yeatman & JF - Thank you
- Notice board stand / fence - treated with fence treatment - AN - Thank you
- Fence near the ramp to be repaired - AN has some rails at home and will repair and paint as soon as possible.
- Moss treated & removed from the tarmac - AN / MN
- Shed door leaks around the edges in heavy rain - draft excluder fitted - AN - improved
- Need for a ramp to remove table storage out of shed / chairs trolley - damage to the door threshold - AN donated a ramp
- Hexagon Gazabo - from freecycle - Thank you AN - the Hall now has 3 gazabos for the fete / hall use
- Damage to back door by AN & wind - piece of acrylic purchased requires fitting
- Requirement of toaster for Ascension Day - AN donated a 4-bread toaster
- DVD player donated
- Two new LED lighting tracks installed with new switches following the failure of the track above the kitchen end of the hall. Both installed at the same time in 2001 hence replacing both for £410
- Electric mower and strimmer with 10 metre lead stored in shed - donated AN
 - Hall now owns 96 wine glasses & 96 half pint tumblers for beer and soft drinks = £220 available for use within the hall when people hire the hall for events - breakage fee £3 per glass (the glasses are kept at JH home)

Glasses can now be hired for events away from the hall within three villages fee £20 - to be included on the web site

AN to add to hiring charges

6. Project - Ibberton; Belchalwell & Woolland Village Hall Audio Visual Upgrade. The National Lottery Community Fund has awarded Ibberton, Belchalwell & Woolland Village Hall a grant of £7,041 to support this project.

- Grant covers an electric ceiling mounted film screen and projector - face plate to plug laptop / DVD player into
- Also, four LED spotlights with controller - white and coloured lights possible.
- Three days labour - hall out of action - 13th to 14th September
- The Hall agrees to publicise the grant using a variety of channels as well as organising launch/other events to use the new equipment - See fundraising.

Original equipment

- Spotlights are going to Okeford Fitzpaine for a donation
- Film Screen will be advertised online

7. Annual Charity Commission Return

- New rules issued for 2023 have been reviewed:
<https://register-of-charities.charitycommission.gov.uk/charity-search/-/charity-details/3995222/charity-overview>

- Existing policies already cover the following areas:
 - (a) internal charity financial controls policy and procedures
 - (c) financial reserves policy and procedures
 - (g) trustee expenses policy and procedures
 - (i) investing charity funds policy and procedures
 - (f) internal risk management policy and procedures
 - (b) safeguarding policy and procedures

- Requirements for new / updated hall policies:
 - (d) complaint's policy and procedures
 - (e) serious incident reporting policy and procedures (update current Health, Safety & Hygiene Policy / Risk assessments)
 - (h) trustee conflicts of interest policy and procedures
 - (j) campaigns and political activity policy and procedures
 - (k) bullying and harassment policy and procedures
 - (l) social media policy & procedures (update Data Protection Policy)
 - (m) engaging external speakers at charity events policy and procedures

- Secretary to update existing policies / create new policies as required <https://www.ibbertonvillagehall.co.uk/Documents/> . For approval at the AGM

8. Fundraising and social events

AN by
Feb
2024

a) Family Film events during $\frac{1}{2}$ term? The Little Mermaid - Filmbankmedia
<https://www.filmbankmedia.com/films/archive/details/47863-paw-patrol-the-mighty-movie#/video>
<https://www.filmbankmedia.com/films/archive/details/33980-ruby-gillman-teenage-kraken#/video>

All by
15/ 9

Tuesday 24th October Family Film @ 6.30 pm - TO BE DECIDED BY THE COMMITTEE AS SOON AS POSSIBLE £5? Family ticket ?
Popcorn / ice cream / raffle

All by
15/9

b) Adult Film? Suggested films: **Thursday 16th November 7.30 pm TO BE DECIDED BY THE COMMITTEE BY BEGINNING OF OCTOBER, 2023**
Popcorn / ice cream / raffle / bar
Visit Film Bank

<https://www.filmbankmedia.com/films/archive/details/3453-2-asteroid-city#/video>

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<https://www.filmbankmedia.com/films/archive/details/3397-4-no-hard-feelings#/video>

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<https://www.filmbankmedia.com/films/archive/details/3384-6-women-talking-special-approval-required>

• The Fabelmans - Filmbankmedia

<https://www.filmbankmedia.com/films/archive/details/3389-8-allelujah#/video>

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<https://www.filmbankmedia.com/films/archive/details/3373-3-tar>

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<https://www.filmbankmedia.com/films/archive/details/3385-8-a-man-called-otto>

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<https://www.filmbankmedia.com/films/archive/details/3376-9-the-lost-king>

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<https://www.filmbankmedia.com/films/archive/details/3371-1-joyride#/video>

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<https://www.filmbankmedia.com/films/archive/details/3375-4-emily>

c) Artsreach Show will be Friday 10th November 7.30 pm with duo 'Basset' <https://bassettheband.com/home> . Toronto-based

indie-folk duo, Basset, are full of timeless heart. Acoustic songwriters Sam Clark and Yasmine Shelton will take you through city streets in the hours before the world has woken, or to a corrugated steel home north of the treeline. £12 Adult U 18 £5 Family £30
Raffle / Bar

d) Childrens Christmas Party Saturday 6th January 4 - 5.30 pm
May show a You Tube film using the film equipment AN & ML

9. Any other business.

Meeting closed 8.30 pm

A. Newman. Hon. Secretary. 01258 817269

Next meeting Tuesday 6th February, 2024 AGM followed by
Committee Meeting @ 7.45 pm

PLEASE SUPPORT THE FUND-RAISING EVENTS - HELP AT ALL EVENTS WOULD BE GRATEFULLY RECEIVED AND SUPPORT FOR RAFFLES PRIZES, CAKES, ETC