

Ibberton, Belchalwell & Woolland Village Hall Committee Meeting

A meeting of the Village Hall Committee was held on on Tuesday 7th February 2023 at 7.45 pm.

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

<p>1. Election of Officers - hand over by Trustees</p> <p>Chairman Belinda Simpson Proposed OY Seconded HY Vice-Chairman Jason Franklin Proposed JH Seconded OY Treasurer Janet Holdsworth Proposed JH Seconded HY Secretary Annette Newman Proposed JF Seconded BC Bookings Secretary Annette Newman Proposed JF Seconded BC</p> <p>2. The minutes of the last meeting were read and signed by chairman as correct. Proposed ML Seconded LW</p> <p>3. Matters arising</p> <ul style="list-style-type: none">• hall is now officially registered as Ibberton, Belchawell & Woolland Village Hall following the adoption of the New Object of the charity The provision and maintenance of a village hall for the use of the inhabitants of Ibberton, Belchalwell and 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. <p><i>Grass + hedge cutting - thank you to Jason & Rob - 2023 rota please Belinda & Janet will organise this - moss cleaning day to arrange</i></p>	<p>BS</p> <p>AN</p> <p>AN JH</p> <p>AN JH</p>
<p>4. Finance update</p> <ul style="list-style-type: none">• Review of Accounts for year ended December 31, 2022• Review potential new items of income/ expenditure for 2023• Further transfer to CCLA account• Oil leak central heating boiler January 2023• Back door/front door repair required February 2023 (<i>Covered on AGM</i>)	
<p>5. Review Hiring Fees & Policies</p>	

**Ibberton, Belchallwell and Woolland Village Hall
Hall and Equipment Hire Charges**

	Residents Ibberton, Woolland, Belchallwell	Non-Residents Anyone else
Hire of Hall	£6 per hour Max charge £50.00 per day Broadband £1 an hour	£6.50 per hour Broadband £1 an hour
Full use of kitchen	£5.50 single charge	£5.50 single charge
Discount for regular bookings. Use of all furniture, staging in the hall and 60 piece place setting of china and cutlerys included in the hall hire charge.		

Occasional use of the carpark (with permission of the Bookings Secretary) £5 per car per booking

Off-site equipment hire	
Large tables (1830mm x 685mm) 16 available	£1.30 per table
Small tables (915mm x 685mm) 12 available	£0.70p per table
Plastic chairs / Wooden benches 6 100 available 30 Further chairs that remain in the hall	£0.50p per chair
All tables and chairs	£50.00

Staging	
15sqm of mobile staging, comprising 15 x 1 metre square staging units (50cm high) with all-weather surface for use inside or out, and 2 x step units	£3.50 per staging unit £35.00 the whole stage Step units are included in the hire charge

- *agreed to keep all fees the same this year including the addition of charging for car parking £5 per car*
 - *Possibility of reduced hiring fee for a start-up club - agreed first 3 sessions £3 per hour*
- *30 older chairs now extra because of new furniture - any ideas about uses / disposal - space in the shed - so keep them*

6. New items to consider

- Alcohol licence at the moment - apply for 5 temporary event notices per year without the need for a personal licence. There must be at least 24 hours between events. Cost £21 each. INSTEAD

Premise licence including alcohol - one off fee of £100 - £70 yearly (perhaps if organisations use the licence, they pay £15 fee to be able to do this- offers more options for hirers - 2 x Artsreach events, fete, quiz night, harvest festivals, BBQ - more of an opportunity to raise money from events.

To apply -

- documents identifying the premises documents that show the constitution of the committee or the management structure. This needs to specify the names of key officers. Any changes to the committee should be notified to the council.
- copies of any hiring agreements
- . 28-day representation period starts once payment is received.

After you've made an application-

- 28 day period during which the licensing authority and the police can make representations about a new premises licence application.

- no representations are received within this 28 day period, the application is granted and the mandatory condition about the DPS is removed.
- Advertise in a local newspaper

Objections and application reviews

If police believe that removing the need to have a DPS at the premises would harm the crime and disorder licensing objective they can object to the application. If this happens it may be necessary to arrange a hearing so the licensing sub-committee can decide whether to grant the application.

Should problems start to happen at the premises, following the removal of the DPS, any responsible authority or person can submit a review application asking for the mandatory condition regarding the DPS to be put back on the premises licence. <https://www.dorsetcouncil.gov.uk/business-consumers-licences/licences-and-permits/alcohol-and-entertainment-licences/premises-licence/community-premises>

All agreed that this was a good idea - it might open up other opportunities for hiring. If people bring alcohol from home we would change a corkage fee. £3 per bottle?

- Proposal to update Village Hall sign to reflect change of name supply sign £145 + vat
Fit sign - £160+vat

Jason has kindly agreed to fit the sign wording to be



Ibberton,
Belchalwell
&
Woolland
Village Hall Annette will order the sign

- Electric film screen - Dacombe of Wimborne
smarhome@dacombesofwimborne.com www.dacombesofwimborne.com

QUOTATION: Motorised Projection Screen Installation/Lighting Truss Set Up AN

Projection : 280x158 Motorised Projection Screen 1	£600.00
Projection : Wall Switch And RF Remote Control 1	£105.00
Fixings : Timber/Stain/Threaded Rod/Fixings/Containment 1	£155.00
Installation Projection : 1 Days x 2 AV Engineers 2	£270
	Total £1,130

Would sell our existing screen for £500?

<p><i>Decided that this would be a good idea but expensive - Annette will apply for a grant for screen, projector and new stage LED lights</i></p> <ul style="list-style-type: none"> • Outside tap - £110 quote - <i>all agreed this would be a good idea then the moss can be jet washed off the car park - Annette will arrange with the plumber</i> • Canopy between the hall and shed that can be taken down when not needed https://www.amazon.co.uk/Multiple-Waterproof-Weather-Resistant-Tarpaulin/dp/B09TFKV7G5/ref=sr_1_34_sspa?crid=M2RVHRRTP27&keywords=waterproof%2Bcanopy&qid=1667503096&qu=eyJxc2MiOiI2LjQxIiwicXNhIjojNS43MyIsInFzcCI6IjQuODEifQ%3D%3D&sprefix=waterproof%2Bcanopy%2Caps%2C92&sr=8-34-spons&th=1 <i>Continue to explore ideas</i> • Better sensor lighting for car park - Steve Brockway electrician asked for some advice <p>The outside lights have a sensor and will come on as you approach the building when dark. If people have remembered to put on the fire safety lights and external lights (switches next to each other in electric cupboard) then switch them off at the end of the hire the outside lights will stay on for 15 minutes to give people time to lock front door and get into car, etc. then switch off - it's a generous 15 mins.</p> <p>If we required a brighter lighting system new bulk head light fittings would be required approximately £85 each <i>-agreed to have one outside light replace if it is not going to throw too much light on the houses opposite - Annette will discuss with electrician</i></p> <p>7. Hallmark Update - New Policies created/updated Standard Conditions of Hire Policy February, 2023 Updated posters Health & Safety Energy Audit Access Audit Inventory updated Induction Pack for New Committee Members?? <i>Not considered necessary</i> Notices rubbish / recycling Booking Calendar Policy Proposed JF Seconded BS</p> <ul style="list-style-type: none"> • Survey of Villages to uses of Village Hall https://www.sampfordbrett.org.uk/file/sampford-brett-hall-survey-report-final-for-sharing.pdf - <i>Is this something we wish to conduct / when? Will leave this at the moment</i> <p>8. Community Event - Coronation Lunch Sunday 7th May?? <i>Belchalwell & Woolland to organise their own this time</i></p>	<p>AN</p>
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Once a poster has been produced of King Charles Annette has a large picture frame to display it in.

9. Possibility of joining <https://www.filmexposouth.com/> film festival / premiers / film locations / base for filming in community

Still exploring ideas but all seemed keen on the idea - more income for the hall with hirings and possible film shows

10. Fund Raising

- Talk Born Free Foundation - *will leave this until next autumn*

- Artsreach - Janice Burns & Jon Doran Saturday 11 February 2023 @

7.30 pm Adults £10 Children £5 Family £25 Bar Raffle Cakes &

Teas/coffee - *please support if you can*

- BBQ Saturday 24th June 7-8.30 pm - £8

adult ticket/£4.50 child - hopefully licence to sell alcohol available then

- Film Friday 17th March 7.30 pm £5 ticket - popcorn / ice cream / tea / coffee / raffle

<https://www.filmbankmedia.com/films/archive/details/33649-mrs-harris-goes-to-paris>

- Any other ideas

11 Any other Business

- Update on Ibberton Parish Council Playground - *the Trustees have met prior to the meeting tonight and replied to the Ibberton Parish Council response to the Village Hall proposal*

- *The village hall will order a teak bench with a brass plate to commemorate the long service Derek has given the Village Hall over the many years. It will be placed under the Holm Oak tree on a tiled surface and secured to the ground. It will be presented at the BBQ in the summer*

12. Date for the next meeting Tuesday 5th September, 2023

12. Meeting ended 9.10 pm