

Minutes of the Sharrington Village Hall AGM held 14th June 2016 at 7.30 p.m.

Committee: Robin Hyslop (RH)
Bobbie Coe (Treasurer) (BC)
Roger Dubbins (Chairperson) (RD)
Chris Abrams (CA)
Ann Abrams (AGM secretary)
Adrian Allenby (AA)

Apologies: Gary and Sandra Grunwald

Present: Francoise Allenby (FA), Ann Garwood (AG), Debbie Hyslop (DH), Claire Dubbins(CD),
Martyn Sloman(MS), Bob Brownbill(BB)

1. **Approval of minutes 2015 AGM** – they were unanimously approved.
2. **Report on Activities** (see copy attached of Chairperson's report).

Adult education event(s) clarified in that there has to be local support for a particular course before a hall will be used for it. The Chairperson was asked to correct the spelling of Esme Hagon.

3. **Accounts for financial year to 31 December 2015.**

The Chairperson clarified that the 50/50 revenue was overstated in the accounts due to funds being inaccurately attributed to the 50/50 club and not to hall revenue or donations. This would be rectified. However, the main point was that it was just an accounting error not a fund discrepancy.

Clarification of bowls club income was requested. The group was now disbanded and, as per their constitution, surplus funds returned to Village Hall.

Approved accounts: Martyn Sloman and Francoise Allenby

4.Refurbishment Project

Unfortunately we failed to secure funding for a major project and have looked into prioritising the needs of users. Gary Grunwald is looking into quotes for lighting and heating but has had only one quote from four companies approached. The next step is discussing with Kings & Barnhams their quote and our requirements in more detail. Their quote for replacing heaters is £2,394 and for lighting £1,674, both figures excluding VAT.

We are applying to the 'Big Society' fund (run by North Norfolk District Council) for this and other essential Hall equipment. Applications have to be in by the 8th August and there will be a committee meeting in time to review the application. The Parish Council has indicated that it will consider a request to cover some preliminary expenses.

FA sought clarification on work being carried out when we have suspected asbestos on the roof/ceiling and asked if the Committee would we examine funding for asbestos removal.

RD replied that the Committee has an obligation to have an asbestos survey undertaken but does not necessarily have to remove the roof if asbestos is present. The Committee will be getting an asbestos survey undertaken this year.

DH asked if there would be a further look at Lottery funding as the Hall is not used because it is not a comfortable place to sit. The lottery fund also gave free advice on how to complete an application.

RD stated that the Lottery Fund is the only significant financial provider and, as the Committee knows from Weybourne (who are spending £100,000 on the refurbishment of their hall roof) and Bale (who have raised £28,000 through donations for their hall) the amount required to replace a roof is not an insignificant amount.

BB Agreed improvements were necessary but the Committee's priority had to be an inspection of the roof.

RD agreed but the Committee is not looking to replace the roof but wishes to be sure that the correct procedures are taken if asbestos is found.

DH requested that subdued lighting be installed as this would be more uplifting than strip lighting. Could there be an alternative that was more sociable?

RD said that the Committee would examine what is available and what can be afforded and commented that he would rather have guaranteed funding before committing to expenditure.

DH asked if there no other grants available as there were others in the past.

RD stated that he did not have further details as Gary Grunwald (who had taken responsibility for funding issues) was not present but that he was aware of other organisations giving small amounts that might be of help; for example Tesco's who could possibly provide funding for something like a projector.

FA asked if the Committee would take village opinion on lighting.

DH commented that the type of lighting was important and that bright lights were needed on some occasions and pendants that are dimmable on others.

RD stated that he would take the issue forward with Gary Grunwald on his return from holiday and would arrange to meet with the electrical contractor.

AA sated that there are German manufactured heaters (Fischer) being advertised and that a free survey might be available to establish if they would be suitable.

RD stated that his concern was that, as representatives of a charity, the Committee ought to have more than one competitive tender for heating and lighting.

MS stated that the PCC uses an electrical contractor at the church details of which he could supply.

AG stated that the windows were not very attractive and must be letting out heat.

RD replied that the rejection of our application for funding from the Lottery Fund meant that the Committee had to prioritise and their view was that heating and lighting should be a priority.

AA asked if we should not get asbestos survey first in case we have to choose.

RD stated that he had taken this on board.

4. Premises licence

RD stated that he had received an enquiry from a member of the Enforcement Section of the Licensing Team at the North Norfolk District Council (as a result of correspondence received from a village resident) about alcohol consumption at the Hall. After taking informal legal advice, he came to the decision that the Hall needed additional licensing for groups using the Hall, despite their being no direct payment for the alcohol consumed. The Hall can give fifteen Temporary Event Notices during any year but one person can only give five notices. The cost of each notice is £21. The Committee therefore decided to apply for an annual premises licence for the retail sale of alcohol and the exhibition of films for fund raising purposes. The application was submitted on 9th June. Notice of our application will be published in a local publication. At present, the Committee has not planned any events for showing films in the current year. The license is costing us £100 and in subsequent years will be £70. People have until the 10th July to object and if there are objections will go to the Licensing Committee.

RH stated that the committee had no option but to seek this license as it has been raised by a member of the community.

RD commented that the Committee was following recommendations made by the Licensing Authority to meet their requirements for approval.

6. Use of Hall and 7. Events

RD stated that the Hall is being used less than historically and that the autistic person no longer uses the Hall regularly. However, there is continued support from the gardeners, wine club, Parish Council and North Norfolk District Council (for elections). More recently Natasha Hood has been using the Hall for singing evenings and a dance event is planned, all with thanks to Sandra Grunwald. The Committee needs to continue with a number of events each year for revenue generation. He asked if those present had any ideas. He expressed the opinion that it would be good to have a number of events each year designed for community entertainment (without concern for the amount of revenue) but this puts a burden on a small number of people. Hence, the Committee decided against a coffee morning (which had been proposed at the 2015 AGM) as they thought there would be scant attendance and the responsibility for running the sessions would fall on the same small group of residents. A social evening monthly had been suggested but, again, he was not sure of the support.

FA commented that the evening featuring the group, Glaven, was brilliant and asked if there could be another.

CA replied that Glaven had disbanded but he would investigate whether another group might come along for a free evening. There had been good feedback on the Hall's facilities. He knew of musical events in North Elmham and Norwich but maybe there might be scope for something in the Sharrington area.

DH asked if the Committee could advertise in magazines for music groups to have a free taster of the Hall who might then use it again. She suggested that the Committee might approach photography or music groups.

RD stated that there was a lot of competition from other village halls and the Hall's kitchen facilities were not great. The stage is a good selling point and he would look at the budget for a one off advertisement.

CD suggested that the Committee could write an article and get free publicity.

RD commented that so far this year Peter Lindsley and Glaven had appeared at the Hall but, unfortunately, the Committee had to cancel the wild west evening due to lack of support. This does flag up that certain events maybe not so attractive but it did also clash with other events. The Committee will try and recoup our losses with another event later in year.

CD stated that quizzes are very popular but need putting together.

RD replied that, for the rest of the year, there would be a quiz in October and a Christmas Fayre at the end of November. The Committee was considering another antique valuation in September. He asked for ideas for the period after Christmas. He stated that he would also like to spread the work of the Christmas raffle and sell more tickets. He commented that, if, say £1000 were generated there would be less reliance on the rest of the year's events. He felt that there was a need to access new groups of people.

DH asked whether it was worthwhile leaving raffle tickets in individual's households like the church do.

RD commented that last year was a trial run to see if it would work. He thought that this year we could deliver tickets to each household and then collect them.

RH observed that about 150 tickets were sold on the day and that it was time consuming going to every house.

8. Retirement and election of committee

Adrian Allenby retired as a member of the Committee and was thanked sincerely for all his efforts. The remaining members of the current committee were re-elected by unanimous vote. Thanks were given to Sandra Grunwald for her work on behalf of the Hall.

9. Any other business

RD mentioned that the Committee was still endeavouring to get amore up to date constitution agreed with the Charity Commission and their response was awaited.

RD commented that an application for registration for Gift Aid had been made.

RD explained that the garage was no longer being used by the community bus but that the Committee could not establish what legal title Norfolk County Council enjoyed over the property. The Committee had started to use it as storage.

RD also mentioned that the Committee was planning to paint the inside the hall in or about September and that all were welcome to join in.

FA asked if the garage could be used during the Christmas Fayre?

RD replied that he could not see why not but would have to look at parking.

FA asked if a Valentines night could be arranged. The Hall could be beautiful with dancing, music, candlelight and a meal. She suggested a charge £10 including food and there could be a table quiz.

RH commented that there would be much competition from local eateries and CD highlighted that it would be just three weeks after Burns Night.

FA commented that events are popular once you include music.

MS gave a vote of thanks to those trying to keep the Hall open and the Committee for all their hard work.

RD thanked everyone for attending and gave an assurance that their views would be taken to the next committee meeting.