

EAST WORLINGTON PARISH HALL MANAGEMENT COMMITTEE
Minutes of Meeting Held on Wednesday 9th November 2022
7.30pm at EW Parish Hall

1. Present, Apologies and Welcome:

Present: Mark Shipley (Chair), Maxine Difford (Secretary), Campie Hurst Bannister (Vice Chair), Nigel Pankhurst, Maggie Good, Jonathan Harford, Alice Rhodes, Angie Lunn, Amanda Mastroddi, Lou Mastroddi, Phil Brown.

Apologies: Nigel Sedwick (Treasurer), Brian Edwards, Liz Guppy, Sandy Haughton

2. Minutes:

Decision	Action
The minutes of the meeting held on Thursday 10 th August 2022 were approved. All in favour	

3. Matters Arising:

- a) **Electric vehicle charger point** – Maggie has done some research and advised that Devon Council could possibly supply 75% of the costs of installation with the rest coming from Batsworthy. Discussion regarding feasibility considering the lack of parking. Could the time be limited and would it raise funds?

Decision	Action
Speak to Charity in Chumleigh who have one for info.	Maggie
Ask Parish Council if they would be better suited to pursue this and site it where there is more available parking.	Nigel

- b) **Hallmark** - Maxine advise that Devon Communities Together have a backlog for inspection due to Covid. We will revisit this again in April 2023 if we have not heard from them by then.
- c) **New Residents Pack** - Thanks to Liz for updating this. Campie holds the memory stick with the information. Maxine can also forward to Committee for info.

Decision	Action
Arrange copying of master copy, either through a private contact or ask the school.	Campie

d) **Long term investment**

Decision	Action
Due to current market turmoil, switch to instant saver access account with some interest. Approach Lloyds to see what they offer.	Mark to advise Committee over Whatsapp for approval.

- e) **Marquee** - Mark provided Committee with information from Gala Tent Marquees. Discussion as to how much it would be used and if it would be cost effective. 6m x 3m costs £700.00.

Decision	Action
Apply to Batsworthy for funding.	Mark. https://devoncf.com/grants/batsworthy-cross-wind-farm-community-fund/

- f) **Card reader** - Mark advised this has been purchased and was used once at the film night. A trial run will be held at the brunch on Sunday 13th November.

4. **Finance Report:**

Up to date accounts were provided by Nigel S before the meeting. Mark reported that we were still in a healthy financial position and raising enough to cover costs. He advised Nigel's intention to stand down as Treasurer.

Decision	Action
Committee to ask around for a new Treasurer.	All
Maggie to take on the invoicing in the meantime.	Maggie

5. **Oil Costs:**

Amanda will compare prices before next purchase but advised that we receive a Charity rate from Ford Fuels who also call then night before delivery. It is essential that someone is at the hall to facilitate this and therefore Ford Fuels is the most convenient as they call the day before delivery. Lou advised that since Nigel P had made improvements to the heating system, consumption was much less and the hall was at a stable temperature. Thanks extended to Lou and Amanda and Nigel P.

6. **Cleaner's Pay:**

Mary is due for a pay rise. It should go up in line at least with the living wage <https://www.livingwage.org.uk/what-real-living-wage>

Decision	Action
Pay living wage and back date to April.	Nigel
Checklist of cleaning expectations for Hallmark certification.	Campie/Amanda

7. Land Transfer:

Mark advised that the final bill for the land transfer in front of the hall from the church to the Parish Council was £480 more than the original upfront payment the Parish Hall Committee had paid. This payment has been passed to our solicitors, Crosse Wyatt, who will pay it to the Church's solicitors. There is a possible future payment for a Land Registry fee.

Decision	Action
Find out if transfer includes land of East Worlington House as was originally intended.	Mark to advise Barnabas as to how much to pay if transfer includes his land.

8. Who Pays Hall Charges:

Mark confirmed that no charge would be made for community events open to all, but a group or closed event would be. As a charity we should promote community well-being, but cannot afford to subsidise every use due to our running costs. Alice advised that some people were unhappy that the church coffee morning was not charged for and she will take this to the next Church meeting.

Decision	Action
Investigate funding for community coffee morning	Alice contact Batsworthy Fund.

9. Bike Rack:

Decision	Action
Investigate costs (from £26 on Amazon) and seek funding if necessary.	Alice contact Batsworthy Fund.

10. Articles for Parish Magazine:

Campie confirmed that Barnabas had submitted articles regarding events around East Worlington House.

Decision	Action
Write article on Hall activities.	Mark
Write article on Bunting Day.	Liz

11. Role of Honour:

Decision	Action
Forward list to Maxine of everyone who had contributed to the foyer project to be displayed in the foyer.	Mark, Campie, Maxine

12. Defibrillator:

Maxine had received a request for a defibrillator to be installed on the B3137 side of East Worlington. Committee did not consider this viable due to cost, no electricity supply or suitable site.

13. Events:

- a) **Quiz Night** - Everyone agreed this was an excellent evening. Profit £60.00. Agreed in future prizes should be supplied instead of half the takings.
- b) **Silvertime Legal** - 17th November. Reminder on Worly email, Whatson FB page and flyer at the brunch on Sunday. Wine to be supplied.
- c) **Coffee Morning** - as previously discussed.
- d) **Christmas Film Night** - 2nd December. Railway Children Return. Flyer at the brunch on Sunday. Break even point is 16 people.
- e) **Christmas Lights Switch on** - Tree to be ordered for Wednesday 30th. Angie to co-ordinate school for the switch on.
- f) **Pub Night** - Brian has in hand. BYO snacks. Maxine has applied for drinks licence.
- g) **Sunday Brunch** - 10-1 on Sunday to allow for Remembrance Day.
- h) **Crocus and Cream Tea** - 26th February and 5th March 2023
- i) **Garden Talk** - My Gardening Life by David Howard, former head gardener at Highgrove. BYO refreshments. £10.00 per ticket. Brian Percival doing the poster. Proceeds half to the hall and half to the church.

There will not be a Christmas lunch this year, but to be held again in 2023. There is a possibility that the Church will hold an event in early 2023 to replace the cancelled Harvest Supper.

14. Fire and Health and Safety Risk Assessment and Checks:

Brian confirmed checks and record keeping continuing.

15. Maintenance:

Decision	Action
Pete has been requested to paint the inside panelling.	Campie to chase
Apply for Planning Permission to replace the two windows at the front of the hall to match the other two. Ideally double glazed.	Jonny to investigate suitable, open-able replacements.
The bins have been left blocking the front of the hall. The school's regular janitor is currently away.	Angie to check.
Seat on left of front of hall - needs repair following a bash from a car.	Lou.
Deep clean of the hall in New Year required.	Volunteers please.

16. Any Other Business:

Mark advised Whatsapp group has been set up to make communication easier between meetings. Most have joined but if not done so, please text him name and mobile number or email if you wish to join.

17. Date of Next Meeting:

Meeting 7.30pm on Wednesday 8th February 2023 in the Parish Hall.

The meeting closed at 9.13 pm