

EAST WORLINGTON PARISH HALL MANAGEMENT COMMITTEE  
**Minutes of Meeting Held on Wednesday 22<sup>nd</sup> February 2023**  
**7.30pm at EW Parish Hall**

**1. Present, Apologies and Welcome:**

**Present:** Mark Shipley (Chair), Maxine Difford (Secretary), Campie Hurst Bannister (Vice Chair), Nigel Sedgwick (Treasurer), Jonathan Harford, Angie Lunn, Amanda Mastroddi, Liz Guppy, Sandy Haughton

**Apologies:** Nigel Pankhurst, Maggie Good, Brian Edwards, Alice Rhodes, Lou Mastroddi

**2. Minutes:**

Decision	Action
The minutes of the meeting held on Wednesday 9 <sup>th</sup> November 2022 were approved. <b>All in favour</b>	

**3. Matters Arising:**

- a) **Electric vehicle charger point** – Agreed not feasible for the hall to provide.
- b) **Long Term Investment** - Agreed that we do need to invest some capital in an ethical fund to keep up better with inflation over time. Was agreed that we should have independent counsel to ensure we make the correct decision. Liz recommended Hibkis in Tiverton and will pass our details on. Nigel will also speak with in IFA with a view to making a presentation to the Committee for final approval.

Decision	Action
Seek independent advice	Nigel/Mark

- c) **Marquee** - C/F. 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. Nigel confirmed that his marquee was available for use if required.

Decision	Action
Apply to Batsworthy for funding.	Mark. <a href="https://devoncf.com/grants/batsworthy-cross-wind-farm-community-fund/">https://devoncf.com/grants/batsworthy-cross-wind-farm-community-fund/</a>

- d) **New Residents Pack** - Brian Percival has produced an excellent brochure about the village. This, together with the Parish Hall booklet and Parish Council magazine, will be made available to new residents.

- e) **Bike Rack** - Jonny gave the chair information on a Sheffield type bike rack that is easily bolted into the ground. A donation from Sheila Hockley following the funeral of her husband John, will fund this in his memory as he was a keen cyclist. Access to the space is quite narrow if a car in the disability space is parked too near.

Decision	Action
Purchase bike rack Erect signage asking for considerate parking Erect plaque in memory of John Hockley	Jonnie  Mark

- f) **Cleaners Pay** - Nigel confirmed the Living Wage had been activated. Amanda is working on the checklist to assist with Hallmark accreditation.
- g) **Roll of Honour for Foyer Project** - has been framed and placed on the foyer wall.
- h) **Invoicing** - Maggie, Maxine and Nigel to meet to hand over ASAP.

#### 4. Finance Report:

Nigel provided accounts as attached and reported that we were jogging along, although it is a little disappointing that expenses exceeded income at the moment. There are, however, some invoices to be booked in. We need to bear in mind that going forward there will be no grants forthcoming from North Devon Council and that we are now paying monthly internet charges. Fundraising is back on track but we need to be a little thoughtful going forward. Nigel confirmed his intention to stand down as Treasurer at the AGM in May, although there is a possibility he could stay as Treasurer if a book keeper could be found to carry out day to day duties.

Decision	Action
At the end of the fiscal year (May) send Community email advising that our work, charitable donations and finances are transparent and can all be found on the website. Request for volunteers for Treasurer and other Trustees.	Mark

#### 5. Land Transfer Update and Proposed Amendment of Lease:

Campie absented herself from the discussion here.

There were two pieces of land being transferred from the Church. One part at the front of the hall and the other round the back in the grounds of East Worlington House. The Parish Council wishes to review our lease to include the new land and Mark and Nigel will attend the next Parish Council meeting as our representatives regarding the land at the front of the hall. It is likely that legal fees will be associated with this.

The East Worlington House land transfer is likely to be more complicated. During original discussions which have been minuted in both the Parish Council and Hall minutes over time, the land at the back of the hall was to be transferred to East Worlington House, but in fact all the land has been transferred to the Parish Council. At the outset it was always agreed by the Church, Parish Council and Hall that the EW House land had been erroneously missed when the house was purchased from the Church. In January 2020 the hall agreed to pay the costs of

the Church to transfer the land at the front of the hall to the Parish Council and the land at the back to EW House. In July 2021 there was a change of tack from the Parish Council who minuted ownership of both sets of land to be transferred to the Parish Council and that the back land will be negotiated to be sold to the owners of EW House. All other parties were not made aware of this and both parcels of land are now owned by the Parish Council who, according to their agenda in January 2023, discussed privately, parking at East Worlington House.

The Committee was shocked to hear that this had happened. We paid the church fees to transfer two separate parcels of land and had we known about this change, we would not have agreed to it. The Church also should not have allowed this to happen as it is contrary to the agreement.

Further clarification is required from the Council and the Church.

Decision	Action
The hall has paid for an element to acquire the land to the back of the hall which should be returned to us as it is contrary to our agreement.	Mark to draft letter prior to next Parish Council Meeting.

**6. Fundraising and Subsidising Community Events:**

Nigel felt that our fundraising is initially to support the hall, which will become increasingly more expensive as running costs rise, and that we should perhaps nominate a charity at the end of the fiscal year when we know the state of our finances. It was agreed that the raffle proceeds from the brunch was popular and a local charity was nominated by a resident each month. If people know they are giving to a specific cause, they are happy to support it. This raffle money goes directly to the charity and is kept separate from our accounts. Furthermore, the money from the raffle at the Rock by the River event, received good donations for prizes and raised more money for popular charities. Further discussion about way forward required.

Some feedback had been received that people felt that the money was going to the hall and not charities. Also if we have a surplus why was this not subsidising events? Committee agreed we already do subsidise hall hire for community events but we have to manage increasing costs for upkeep, thatch, etc. As advised in the finance report, our outgoings currently exceed income and if we had not received the Covid grants the hall would have been in serious financial difficulty.

As with the accounts above, we need to be open and transparent about our finances (all of which are online, going back over a decade).

**7. New Community Survey:**

Mark confirmed that a new survey should go out asking the Community what they would like from us.

Decision	Action
Look at previous survey and amend as necessary.	Mark

**8. Devon Communities Together and DEFRA:**

Maxine had provided information regarding a visit from DCC regarding a survey they are carrying out on funding from Public Health and DEFRA. The survey aims to paint a picture of

Devon community buildings, showcasing the value they bring to their communities. All buildings taking part will be automatically entered into a prize draw.

Decision	Action
Meeting 10.45 am Thursday 2 <sup>nd</sup> March	Maxine and anyone who wants to, to attend.

## 9. Events:

- a) **Sunday Brunch** - Ongoing. Prices had to rise a little and the menu has been streamlined. The raffle in aid of the Earthquake Disaster was very well supported.
- b) **Curry Evening** - was very well attended.
- c) **Crocus and Cream Tea** - 26<sup>th</sup> February and 5 March. Plans in place. Some concern regarding helpers as Covid is doing the rounds again. Two gardening groups will be attending .
- d) **Film Night** - 17<sup>th</sup> March. Mrs Harris Goes to Paris. Flyer at the brunch on Sunday and for noticeboard.
- e) **Garden Talk** - My Gardening Life by David Howard, former head gardener at Highgrove. BYO refreshments. Brian Percival has produced a poster. Proceeds half to the hall and half to the church. Campie asked that she is notified ASAP if you wish to attend as two gardening groups are interested but first dibs to local people.
- f) **Coronation Toast** - 6<sup>th</sup> May at 6 pm. Sandy to take photographs. Ask John Rhodes to do the toast. It was felt that this was sufficient as people will want to watch the Coronation and the Concert at home and Monday is a volunteer day. Perhaps a litter pick could be organised?

## 10. Fire and Health and Safety Risk Assessment and Checks:

Brian confirmed checks and record keeping continuing.

## 11. Maintenance:

- a) **Paint panelling** - Pete has provided a quote for £800 for his labour to paint the inside panelling at end of March.
- b) **Replacement windows** - Thanks to Jonny for providing proposed new window drawing (attached).

Decision	Action
Agreed window that opens is required.	Jonny to speak to Haydens regarding nice looking openers and contact Colette, the Planning Officer.

- c) **Deep clean** - Campie confirmed that a deep clean had been paid for. This to be an annual event.
- d) **Thermostat** - Nigel P is chasing Dart Electrics regarding new heating thermostat.
- e) **Dishwasher** - needs a new element. Agreed it has always been useless and not worth repairing. Campie has a domestic Miele one we could install instead.

Decision	Action
Install Miele dishwasher.  Put dishwasher on FB Marketplace, making it clear it requires a new element.	Ask Nigel.  Maxine

**12. Any Other Business:**

Campie will contact the lady who ran a pottery course in Witheridge with a view to doing one here. £150.00 for six lessons.

**13. Date of Next Meeting:**

AGM and Meeting 7.30pm on Wednesday 10<sup>th</sup> May 2023 in the Parish Hall.

**The meeting closed at 9.45 pm**