

Minutes of the Meeting of the Board of Trustees of  
Washington Village Memorial Hall  
Held in the Doré Room on Monday 1<sup>st</sup> May, 2023

Present: Lorna Goldsmith (In the Chair)  
Rob Gerig (Treasurer)  
Pat O'Shea (Secretary)  
Helen Twine  
Tracey Slaughter

- | <u>Item</u>  | <u>Action</u> |
|--|---------------|
| 1. <u>Declarations of Interest</u><br>There were none.   |               |
| 2. <u>Apologies for Absence</u><br>There were none.  |               |
| 3. <u>Minutes of the April Meeting</u><br>The Minutes of the previous meeting, having been circulated, were taken as read. It was PROPOSED by Lorna Goldsmith and SECONDED by Helen Twine that the minutes be accepted as a correct record. CARRIED UNANIMOUSLY.   | PO            |
| 4. <u>Matters Arising</u>  |               |
| 4.1 Audit of asset Register – on-going.  |               |
| 7.1 Octopus grant funding – chase up.  |               |
| 9.1 Cost of electricity for the defibrillator – will need a separate meter to be installed at Parish Council cost.   |               |
| 9.2 Quiz date – to be confirmed.   | LG            |
| 5. <u>Financial Position</u>   |               |
| 5.1 General Account: £ 9,209.19<br>Improvement Account: £ 1,436.38<br>Transfer of £10,000 from Hampshire Trust in General Account received.  |               |
| 5.2 Water charges will increase by 11% shortly, biggest risk financially will be replacement of the gas boiler. Skirting boards remain to be replaced in Chanctonbury Room.  |               |
| 5.3 Energy – future costs remain uncertain 0 smart meter to be installed by Octopus due 9 <sup>th</sup> May, 2023.   |               |
| 6. <u>Bookings</u>   |               |
| 6.1 Regular Users – Village Quilters have decided to go elsewhere. We have a new booking for 2 hours per week on Sunday evenings – Martial Arts Fitness.<br>Chair Store – needs to be re-organised and kept under lock and key following repeated instances of users not replacing chairs etc correctly. |               |
| 6.2 One Off Bookings – 16 bookings for the new year - £2,626.55 which is 65.66% of target – mainly children's parties.   |               |
| 7. <u>Hall Fabric</u>  |               |
| 7.1 Chanctonbury Room – Roof – need to get some work done on the gutters – need re-sealing. The gable windows a couple need to be replaced.<br>Doré Room – Infra red heaters to be lowered and fit motion sensors.   |               |
| 7.2 Smoke and heat detectors need replacing – cost approx: £700 and some of the emergency lights failed the 3 hour test – est. £400.   |               |
| 8. <u>Solar Energy Project</u><br>2 approaches we can take – on hold pending response from Parish council re CIL grant.  |               |

 S.6.23.

9. Any Other Business


9.1 It was reported that Derek Wilmer – a long time supporter of the hall – had passed away.

9.2 Green Doors – they are repairable.

10. Date of the Next Meeting

The next meeting will be held on Monday 5<sup>th</sup> June, 2023. Lorna Goldsmith gave her apologies as she will be away.

PO/s  
22/5/23

  
S.6.23