


Minutes of the Meeting of the Board of Trustees of
Washington Village Memorial Hall Held on 6th February 2023
in the Doré Room at 2 pm

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

<u>Item</u>	<u>Action</u>
1. <u>Declarations of Interest</u> Pat O'Shea and Tracey Slaughter declared an interest in the item regarding the Chanctonbury Room floor.	
2. <u>Apologies for Absence</u> There were none.	
3. <u>Minutes of the Meeting Held on 9th January, 2023</u> The minutes having been circulated previously, were taken as read. Item 8.1 re Communication Plan should read draft now available. With this amendment it was PROPOSED by Helen Twine and SECONDED by Lorna Goldsmith that the minutes were agreed as a correct record and were duly signed by the Chair. CARRIED UNANIMOUSLY.	
4. <u>Matters Arising</u>	
6.3 Survey of users being started – TS working on.	TS
6.4 Completed.	
7.2 Fund raising for the floor work – Sussex Community Fund would have assisted but not in timescale available. They would support other projects such as insulation, replacement of green doors etc.	PO
7.3 Doré Room new heaters – wide range of responses received, will need adjusting ie lower down.	RG
7.4 Age of Boiler – still to be determined.	
7.6 Asset Register – On-going.	RG/HT
10. Annual Report and Return – completed. To be filed in G-Suite.	PO
5. <u>Financial Position</u>	
General Account: £15,256.81	
Improvement Account: £ 1,289.38	
Hampshire Trust: £19,148.08	
Our utility supplier as now been taken over by Octopus Energy. Consideration to be given to possibility of including a night time tariff when batteries were installed. TS ^{WIKING} 	
Insurance – Rob was starting to look for alternative insurer in due course.	RG
6. <u>Bookings</u>	
6.1 Regular Users NHS booking scheduled to start (floor permitting) 1 st Weds in April – should bring in £7,000 p.a.	





- 6.2 One Off Bookings –
2022-23 - £3,575 - 83.5% of target
2023-24 - £2,208 – 61.8 % of this year’s target.
7. Hall Fabric
- 7.1 Bins – the waste bins are no longer being used and will be collected by Horsham DC.
- 7.2 Chair store – need to make alternative arrangements as some users still not replacing chairs correctly.
- 7.3 Roof – Tim has been and hopefully fixed the leak but we had no significant weather since to be sure.
- 7.4 Gas Boiler – has failed again, waiting on plumber for assessment of current boiler and possible alternatives. It was agreed that we would not replace the gas boiler.
- 7.5 Chanctonbury Room Floor – Proposal – if we can remove the vinyl floor covering and chipboard etc ourselves, the contractor will relay the floor (screed), smooth and install new damp-proof membrane, fit the lino on top – existing floor level will drop slightly approx. 2 cm – this would save c £7,000. Would need to recruit at least 6 volunteers. Timescale – WVMH effort 24th Feb, contractors 25th and 26th. Total cost £10-11,000.
It was PROPOSED that DCTUK’s proposal to relay the floor, not raise the height, install new damp proof membrane and lay vinyl be accepted with volunteers lifting the old floor. Aim for work to be carried out 24/25/26 February all subject to the contractors being available that weekend. Proposed Helen Twine, SECONDED Tracey Slaughter, CARRIED UNANIMOUSLY. Pat O’Shea would provide refreshments.
8. Solar Energy Project
On hold until flooring issue resolved.
9. Any Other Business
- 9.1 Terms and Conditions - amendments had been made to the T’s and C’s re the waste bins. It was PROPOSED by Rob Gerig and SECONDED by Tracey Slaughter – CARRIED UNANIMOUSLY.
- 9.2 Possible Coronation Celebration – in view of poor response to Platinum Jubilee event – no action required.
10. Date of the Next Meeting
The next meeting was scheduled for 6th March, subsequently moved to 13th March, 2023.

PO/s

11.03.2023

Hudson
13/3/23,