

Hale Village Hall Council of Management
Minutes of Meeting held on 8th July 2025 at 7.30pm

Present

Jacqui Hartas (Chair)
Debbie Vine (Secretary)
Julia Nobes (Treasurer)
Sue Adams (Brownies)
Gary Adams (Village Representative)
David Keniston (Head of Marketing & Communications)
Gary Kyle (Parish Council)
Mark Nobes (Health & Safety Advisor)
David Mussell (Horticultural Society)
James Stewart (Village Representative)

Apologies

Sarah Pook (Village Representative)
Marjaana Batterbury (Hall Manager)
Richard Barlow (Cricket Club)

1. General Introduction

- a) Apologies for Absence – As above
- b) Declarations of Interest – None
- c) Confirmation approval of Minutes of last meeting held on 6th May 2025 – approved.

2. Chair's Report

- a) Access Issues – A written complaint had been received from a hirer regarding the middle door access downstairs into the Garden Room as it does not remain unlocked after the code is used David Keniston to investigate to see if the code entry can be customised.
- b) Happy Days – Jacqui had received no response to her enquiry to partner them as a chosen charity. Other charities to be looked at.
- c) Nviro – No response from the company regarding booking the deep clean. Jacqui will speak to Scott to see if this can be resolved.

3. Treasurer's Report

- a) Financial Report as at the 30th June 2025
Julia reported as follows: -

Year to Date – 6 months

Total Income £49,263

Regular Hirers £9,467

Private and Corporate Hires £1,210

Own Events £3,608

Other Income £1,578

Grants £33,400 (Veolia & Garfield Weston))

Income from Hall Operations = £15,602 (of which 46% came from the school)

Compares to last year's Hall Operations Income of £27,975 (£15,670 to June 24)

Year to Date – 6 months

Total Expenditure £35,000

Building and Grounds Maintenance £925

Utilities £4,045 (includes £500 paid to SSE)

Insurance and various licenses £2,003

Other including Cleaning and Broadband £2,748

Costs in support of our own events £1,629 (includes cost of drinks and food sold)

Grant funded £23,650 (Upstairs toilet £400, Solar £2,300, Changing Room £8,820)

Running costs of the Hall = £11,351

Compares to last year's running costs £22,976 (£14,093 to June 24)

- b) Update on Utility Supply & Ombudsman Complaint – The switch to Octopus had been made and SSE had sent a final demand for the electricity supply but not the gas. The outstanding payment of £500 which SSE claimed was owed had been made as recommended by the Ombudsman whilst investigations continued. The Ombudsman has offered a payment of £150 by way of compensation in respect of the main complaint and advised that a further complaint could be lodged in

Signed

Counter Signed

Date

respect of the mix up as that could not be investigated originally as it did not form part of the main complaint. After a brief discussion it was agreed that there was no point in pursuing this further.

- c) Funding Position and Spending on Improvements – The current funding position is as follows:

2025 Improvements funding position

Required

Toilet Extension (estimate)	£40,000
Solar	£27,590
Main Hall lighting	£11,000
Upgrade Existing Lighting	<u>£ 4,000</u>
Total Required	<u>£82,590</u>

Sourced from Funders

Veolia	£23,000
CIL	£10,000
WSSC	£ 3,000
Bernard Sunley	£ 5,000
Garfield Weston	<u>£15,000</u>
Total Sourced	<u>£56,000</u>

Leaves to be found	£26,590
--------------------	---------

Our Bank/Building Society Accounts

Cambridge	£26,250
Lloyds Instant	£75,550
Treasurers Acct	<u>£ 8,000</u>
	£109,800
Less: Grants Received Already	£ 36,400
Unallocated Funds	<u>£ 83,400</u>

The remaining works not already funded could be paid for from Hall funds which would leave about £56,800 unallocated funds (£83,400 less shortfall £26,590)

A response is expected in the very near future whether we have a grant of £2,000 from NFNPA.

After discussion it was agreed to apply for further CIL funding of £10,000 when it opened again at the end of August and £5,000 from the NFDC Rural Prosperity Fund. It was also agreed to apply to the National Lottery for a Grant of up to £20,000 to cover remedial work to the rising damp in the Garden Room and replace the outside door. There would also be a focus on raising / saving money ourselves during this period.

Jacqui advised that full quotes from builders were still awaited, there had been ballpark figures, but most would not commit until they had been booked! It was agreed to proceed and book one of the builders to commence in February 2026.

4. Hall Manager's Report

- a) General Report – Nothing to report.

5. Health & Safety and Buildings Report

- a) Mark reported that the fire alarm had been checked, and the Fire Risk Assessment had been booked for August.

6. Marketing and Communications Report

- a) David Keniston reported that payments for Film Club could be taken on the website.

Signed

Counter Signed

Date

7. Amendment(s) to Constitution

The Constitution states that there may be up to seven village elected Trustees, ten Trustees appointed by user bodies and three co-opted Trustees. Julia Nobes was coopted this year and will stand for election at the AGM. Sue Adams will no longer be appointed by Hale Brownies as they will soon cease to operate and wishes to stand at the AGM to be elected by the village. Eric Greenall would also like to stand for election as a Trustee and his skills would be very useful to the CIO. Three additional village-elected Trustees would exceed the number stated in the Constitution.

The Chair proposed that the Constitution at 9.3.3 be amended as follows:

- (i) up to twelve village-elected charity trustees, elected in accordance with clause 9.4
- (ii) up to six user-body appointed charity trustees, appointed in accordance with clause 9.5, and
- (iii) up to two individuals co-opted by the charity trustees in accordance with clause 9.6

The proposal was agreed unanimously by all present.

The proposals will be sent to the Charity Commission for approval.

8. Hall Improvement Updates and Spending Decisions

- a) Lighting, PV Panels and Battery - to be completed week commencing 11th August 2025.
- b) Garden Room Rising Damp – Quotes awaited.
- c) Benches - Installed.
- d) Accessible Toilet Extension – See 3c above.
- e) Heating Options – Cathy Cook from the New Forest Heat project would be attending the AGM and Jacqui advised that looking to the future it would be worth investigating the installation of heat source pumps and infra-red panels as funding was available for these types of projects, however the electricity supply would need to be upgraded possibly to Three Phase. Jacqui would investigate further.
- f) Decorating – Once all works are complete both the inside and outside of the Hall will require repainting.

9. Events Committee Update

- a) At a recent meeting of the Events Committee, it was agreed to put on the following.
 - 6th December 2025 - Wreath Making with Sarah Pook for up to 24 people at a cost of £20 per person during the afternoon. This would be followed by decoration of the Hall and a Pop-Up Pub in the evening.
 - 28th November 2025 – 70's disco with professional DJ.
 - For 2026 – Possible Barn Dance February time, an Auction of Promises May/June

10. Magazine Update

- a) Jacqui summarised the latest position as follows:

CARRIED FORWARD	
FROM 2024	£3,559.61 (end 2023 £4,234.80 end 2022 £4,338.77)
INCOME 2025	
Advertising 2025	£ 590.00 (+ £105.00 due in 2025)
Donations	£1,209.50
Gift Aid Rebate	£ 142.02
	£1,941.52

Signed

Counter Signed

Date

EXPENDITURE 2025

Printing	£2,359.59 4 x 56 pages 1 x 52 1x48
Envelopes	<u>£ 00.00</u>
	£2,359.59

BALANCE £3,141.54

The estimated printing cost for the remainder of 2025 is £2,600

Jacqui advised that she had believed that the magazine was breaking even but Julia confirmed it was running at a slight loss if a year-on-year comparison was made. Donations will be sought from the Parish Council, Church, etc in October/November if the deficit continues to rise.

11. Any Other Business

David and Jane Keniston will be taking over the running of Film Club from November for 6 months.

Jacqui confirmed that the Hall would not be affected by Martin's Law as the recommended numbers had been reduced for smaller venues. It might still apply if an event was held on the Village Green.

Julia will need to be proposed for election as Treasurer from co-opted at the AGM

12. Date of Next Trustee Meeting

Tuesday 9th September 2025 (TBC).

13. AGM 2025

29th August 2025 at 6.30 pm

The Meeting Closed at 8.42 pm

Signed

Counter Signed

Date