

Minutes of Pelham Hall Management Committee Meeting via Zoom
19.00 hours Monday 15 March 2021

1. Present: Nikki Scarr (Chair), Adam Burtt-Jones, Lance Rowell, Anne May, Andy Henstridge, Jan Harrhy, and Geraint Thomas (minutes),

Apologies for absence: David May, Nigel Roles, Sarah Haeffner, Karen Rollings and Sally Henley

2. Secretary for meeting - Geraint Thomas

3. Minutes of previous meeting on 4 January 2021 were shown and agreed (proposed by AM and seconded by AH) and agreement to publish on the website given.

Actions from the previous meeting:

3.1 TV licence was raised last time as to whether we should be paying at the moment – it has just come up for renewal and AH has paid for another year.

3.2 JH was involved with the lift inspection – this has taken place and lift has passed.

3.3 Website needed to be discussed further – (see action point of this meeting)

3.4 Halls Together Rural Development Project - AH & JH discussed with DM

3.5 The A board at Pen Y Garn has been replaced by JH

4. No conflict of interests declared.

5. Treasurer's Report (AH) from 2 January 2021 to 15 March 2021

Total income	£20564.74
Total expenditure	£23174.70
Bank	£19412.01
Floats	£ 624.10
Stock	£ 666.50

Income from A1 ballet classes has been a bit erratic, Autumn term £681.53 – still needs to be paid as does the spring term will be £802.80 – but obviously due to lockdown this has been on hold
A grant of £500 has been claimed from TUCC by AH to go towards utility bills.

TV licence - £157.50

Buildings insurance - £1428.68

Music licence - £907.90

Bar licence - £180

Loans agreed to pay back to the cricket club and tennis club - £700 – Cricket Club and £823 – Tennis Club – which means the debts we had have reduced from £11,000 2 years ago to £8,200.

6. Hall opening (AB-J)

This is not happening at the moment apart from the Tennis Club using one set of toilets. Once we hear more from the Welsh Government the committee will make further announcements. – There is a notice on the front door telling Tennis members to use the tennis club door and the toilets to use.

TR raised the issue of potential Legionnaire's disease arising from long-standing stagnant water. JH has been round and run the taps but will ensure she does this again now that Tennis can take place again. ACTION - JH

7. Premises Report (JH)

Very little to report. Electrician coming to check all the cables etc – the 5-yearly visit.

JH to put up certificate of liability ACTION JH

Lift is working, however the mobile inside (that provides emergency calls needs charging) ACTION JH

8. Roles Matrix (AB-J)

Circulated and JH & AH asked for input on the roles they have done to see if anything needs to be added. ACTION JH & AH

9. Resilience update

Most of the resilience has been updated - great work from AH and documents are on the shared google drive and website– we need to get 2 people logging into ticket source as a backup. TR suggested that 2 people share the email address and password. AH will set this up. ACTION JH (try a new email address for ticket source login)

10. Website (NS)

NS reported that the website has gone live and thanked everyone for all their efforts. Still need to keep looking at it and seeing if there are areas that can be improved.

Great feedback has been received and more feedback is required as we are looking to continually improve the website.

The website accesses the annexe site for the weather and history pages and is a cut down version of the old website, this will be migrated by John Petrie to WordPress (a website platform) and will be accessible from the new site and will have a similar look and feel where practical. David May is managing the migration and content of the annex site.

ACTION – All committee members look through the webs site and comment where necessary.

11. Halls Together Rural Development Project (NS)

As DM had a clash of meeting he could not attend and so this was not discussed:

(11.1 No further developments

11.2 DM indicated that TUCC are keen to support village halls with additional funding, details not confirmed yet but may be decided at their next meeting. It was suggested that AH and JH think about possible projects that might benefit, hearing loop? but input from all would be welcome. ACTION DM)

12. Committee Sub-Groups

Nothing happening due to Covid-19.

13. DONM and AGM

4th May 2021 at 7pm. Details of AGM was discussed however as we have no news yet of a hall opening it was agreed that we would wait until the 4th May to discuss the actual date of the AGM as it would be easier for attendance if it could be done in person.
AH and JH to stand down and will be incredibly hard to replace, volunteers please come forward, 3 posts to fill as there is currently no Secretary.

14. AOB

14.1 Recruitment of successors. The position of secretary is on the website and the roles of the other positions will also be put onto the website. The job description of the treasurer and buildings/premises person role are in the process of being created so enables smooth handover process. ACTION JH & AH

More volunteers are needed for the committee as a whole - there are new people in the village who have moved in during COVID and these are potential new members/volunteers for the hall.

14.2 Summer events – depending on the Welsh Government update (next due on Fri 2nd April) there might be the possibility of arranging summer events and it has been suggested that the events committee could moot some ideas about potentials. ACTION GT to speak to SH about an events committee get together.

14.3 Electricity prices. We have a fixed rate until Sept 2023 and AH has been called about fixing again from then until end of Sept 2025, but SSE wanted to know straight away. It was agreed to leave it at the moment as we all thought they would phone back at some point with a better offer.

14.4 AH received an email about gift aid and if we wanted to claim for any donations etc we have 2 years from the end of the tax year to claim. As quite a lot of people have gifted their 100 club winnings this might be something to look at.

It was decided that if this was easy to sort out then we would do, but if not then we would leave it, but at the same time we would change the process to make it easier in the future. ACTION AH

14.5 Funding

AH suggested we need projects to focus on as he went to meeting about lottery funding. Also, TUCC offer funding for specific projects. There are also other grants/funds available – Calor rural fund and the Vidor (waste group) funds.

ABJ will set up a meeting about potential projects that we could seek funding for. He will get members of committee involved. ACTION ABJ

Meeting closed at 20:05 hours.