

WORLINGTON PARISH COUNCIL

Minutes of the Village Hall Charity Trustee Meeting
Thursday 2nd February 2023 in the Village Hall at 8.30pm

Charity No: 208949

Councillors present: Cllr Ken Lucas (KL) - Chair, Cllr Lesley Osborne (LO), Cllr Geraldine Ciantar (GC), Cllr Tim French (TF), Cllr Chris Hall (CH) Paula MacKenzie (PM) and Cllr Alan Marshall (AM)

Present: Clerk – Joanna Priestley

ITEM

23/01/1 Apologies for Absence

None.

23/01/2 Approval of Minutes

The minutes of the meeting held on 1st December 2022 were approved and signed by the Chairman.

23/01/3 Village Hall Accounts/Bank Reconciliation

The Clerk reported that as at 21st December 2022, the Village Hall account stood at £5,277.38. LO queried where the Warm Rooms funding was and, after checking through the bank statements, the Clerk confirmed it had not been received and she would look into the matter. If this funding was received, three Warm Rooms needed to be held this month to catch up on dates missed. **JP**

23/01/4 Cleaner/caretaker Update

GC confirmed that PM had signed her contract and it was given to the Clerk to file. **JP**

23/01/5 Update on Bookings and Events

PM confirmed that the only regular events being held were the keep fit class and the Café.

23/01/6 Village Hall report - Cllr Paula Mackenzie

PM asked if she could obtain quotes to complete the necessary five year check of the electrics and that the power kept cutting out in the main hall and the kitchen where she believed a double socket was required. PM requested keys for the electricity meter and switchboard and stated that she had purchased cleaning supplies and would claim this through the petty cash. PM gave the Clerk £550 to pay into the bank account. Oil will need to be ordered by the end of February. **JP**

CH advised that he had installed a heating programmer in the boiler room and the Clerk confirmed she would reimburse him £67.48 from petty cash. **JP**

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23/01/7 Worlington Café Update – Cllr Lesley Osbourne

LO reported that the Café had only ten customers to the January event and they did not consider this a viable operation. They will see if this improves in February and give feedback to the Trustees.

23/01/8 Wifi at the Hall and update on options

The Clerk had previously circulated options and PM clarified these. It was agreed this was not a priority at the moment.

23/01/9 Repairs

See Item 6.

23/01/10 Update on windows

The Clerk reported that West Suffolk Council had granted £3,658 in the second round of funding for the Winter Response grant. This was for infrastructure and it was agreed it would be put towards changing the windows along the drive side of the Hall. PM advised she had requested three quotes but had only received one for £11,940 for 11 windows but this did not include Georgian windows. It was suggested that like for like quotes would be easier to compare. CH added that he had spoken to the original company who had quoted last year who advised as an example three windows would cost £1,920 + VAT, the total being £768 for each window. PM would obtain his details and arrange a formal quote.

23/01/11 Improving the frontage of the Village Hall

The Clerk confirmed that UK Power Network cannot attend until 30th March which is too late for nesting birds. After speaking to R H Landscapes, they will provisionally book UK Power Network for October and come back to the Clerk in September to make sure they have the Trustees' approval.

Meeting Closed 9:30pm.

Signed: *Paula MacKenzie*

Date: 6th April 2023