



# **TTERTON VILLAGE HALL COMMITTEE**

**Registered Charity Number 203780**

Minutes of the Ordinary General Meeting of the committee held in the Committee Room on Monday 22<sup>nd</sup> April 2024 at 7.30pm

Present: Andrew Sharp (Chairman), Catherine Randall (Secretary), Sharon Young (Treasurer), Joan Cullen, Clare Lister, David Pankhurst, Geoff Porter, Belinda Shoemaker

- 1) **Apologies for absence** Apologies received from Emma Cooling and Iain Ure
- 2) **Approval of the Minutes of the OGM held on 29<sup>th</sup> January 2024** The Minutes, having been circulated after the last meeting, were approved by the Committee as a true record of the meeting and were duly signed.
- 3) **Matters arising**
  - i) A lockable box has been sourced, but still needs to be fitted to thermostat
  - ii) The Bank Mandate has now been changed to add Catherine Randall and Sharon Young
  - iii) The coffee morning organised by Emma during Village Halls Week raised £237 in aid of the new village playground. The funds have been passed to Ian Simpson.
  - iv) Lucy the gardener has offered to make hanging baskets for the Hall. David Pankhurst will enquire with Lucy as to the cost. We then need to consider arrangements for watering them.
- 4) **Correspondence** There was no correspondence
- 5) **Treasurer** Joan reported that the cost of the boiler repairs etc were £1240.18. Insurance has been paid at a cost of £855.97. The current account balance is £3225.11. The reserve account balance is £19151.26
- 6) **WIFI** Belinda has undertaken a lot of research and reported back that she has received 3 quotes for the provision of wifi to the Hall from BT Residential, BT Business and one other which was immediately discounted because the quote was £70 per month. Having spoken to BT Belinda has found that we can be offered the BT Business charity rate. This would be a 24-month contract paid monthly. It would be a simple installation because the infrastructure is in the box opposite the Hall. There would be a set up cost of £29.95 and then a cost of £49.95 per month. This would provide a speed of 90 megabits up and down. BT would also provide a captive portal requiring people to sign in to use the service and there would be a boiler plate wifi access terms and conditions template for users to complete. The password code would be displayed in the Hall. We would have the ability to

configure the wifi box as to how users can access it. BT would install within 10 days. Belinda was happy to oversee this.

Belinda was thanked for her work on this by the committee. The proposal was discussed, particularly with regards to the download speeds and whether such a high speed would be required. Belinda confirmed that we could obtain a download speed of 300 for £39.95 which the committee felt was more affordable. A vote was held on the proposal that we start with 300 and see how much the WiFi is used. We can increase it if necessary. Belinda proposed and Clare Lister seconded the proposal. It was passed by a show of hands of the committee. Belinda will now talk to BT again to find out how the Hall can reclaim the VAT as a charity. She will need the bank account details to set up a Direct Debit.

- 7) **Solar panels** David Pankhurst reported that the National Lottery funding has not been approved. There are several steps they want the Hall to take before proceeding further. David will circulate the email he has received in relation to this.

365 are the preferred supplier at the moment. Their quote is for £16800 including the battery. They would also be instructed to handle the swapping over of the electricity meters to enable the Hall to ascertain the cost of the shop use. Funding needs to be secured first.

- 8) **Water boiler** An undersink water boiler has now been installed and this is working well. The Berco boiler is also working now.

- 9) **Community shop** Geoff Porter thanked David Pankhurst for fitting new Perspex to the noticeboard. He reported that the large shed roof needs repairs since it is leaking on to the shop stock. The roof is corrugated iron. Discussion was held as to who could be asked to assist with this. Joan will approach her neighbour, Richard, to see if he could help. Geoff reminded the committee that the shop lease was up for renewal this year and the process needs to be started.

- 10) **Chair and Secretary future planning** Andrew informed the committee that his house sale is proceeding and he will shortly be moving to Exmouth, although he doesn't yet have a firm date. Urgent plans now need to be put in place to replace him as Committee Chair after 10 years in the post. Catherine also reported that her house is under offer and she will also be moving. The committee were asked if anyone was willing to step forward to take on these positions. They were also asked to approach any other interested villagers who might be willing to step forward. Belinda will raise this with the Parish Council to see if there is any interest. In the meantime, Andrew was asked to consider preparing a 'job profile' showing all the duties he performs to assist the Committee to delegate the numerous tasks amongst themselves whilst a new Chair is located.

11) **Any other Business**

- i) Andrew reported that the annual fire inspection was due

**Chairman: Andrew Sharp, Nethercott, Behind Hayes, Otterton EX9 7JQ**

**Secretary: Catherine Randall, Kittiwake, Ropers Lane Otterton EX9 7JF**

**Treasurer: Sharon Young, Candys Orchard, Behind Hayes, Otterton, EX9 7JQ**

**Booking Clerk: Joan Cullen, Bracken Lodge, Otterton EX9 7JJ**

**☎ 567661 [andrew\\_sharp@tiscali.co.uk](mailto:andrew_sharp@tiscali.co.uk)**

**☎ 567522 [catherineridley@hotmail.com](mailto:catherineridley@hotmail.com)**

**☎ 708302 [sharonmyoung54@talktalk.net](mailto:sharonmyoung54@talktalk.net)**

**☎ 567574 [joan.882cullen@btinternet.com](mailto:joan.882cullen@btinternet.com)**

ii) it was discussed holding an open morning for the village to discuss the future of the Hall and what services they would like to see, for example an internet café, computer training etc

Meeting finished 8.25pm