

Minutes of the Meeting of the Board of Trustees
of Washington Village Memorial Hall Held on Zoom
at 2.30 pm on 3rd March, 2021

Present: Lorna Goldsmith (Chair)
Rob Gerig (Treasurer)
Pat O'Shea (Secretary)
Tracey Slaughter
In Attendance: Annie Simmonds

<u>Item</u>		<u>Action</u>
1.	<u>Declarations of Interest</u> There were none.	
2.	<u>Apologies for Absence</u> None had been received.	
3.	<u>Minutes of the Meeting Held 2nd February 2021</u>	RG
9.	Task List – Rob Gerig to reviewing with a view to changes required.	
10.2	Lorna Goldsmith to review H & S website to see what implications any changes may have. With the amendments to two typos, it was PROPOSED BY Lorna Goldsmith and SECONDED by Rob Gerig that the minutes be adopted as a correct record and be signed by the Chair. CARRIED UNANIMOUSLY.	LG
4.	<u>Matters Arising</u>	
4.1	Building contractor address supplied – completed.	
10.1	Conflict of Interest forms Tracey Slaughter and Lorna Goldsmith need updating – ongoing.	
10.2	LG to review H&S Executive website to see what implications any changes may have for the Equality Policy.	
11.2	100 Club – three more applications for membership received.	
5.	<u>Financial Position</u>	
5.1	General Account - £15,312.88 This includes £5K transferred from the Hampshire Trust. Improvement Account - £ 1,071.33 Hampshire Trust - £7,106.62	
	In addition an additional grant of £2,096 has been awarded by HDC re closure of the Hall due to Covid 19 covers up to 31 st March, 2021.	
5.2	Donation of £200 receive from School Lane Café. Rob Gerig to send note of thanks to the Parochial Church Council – Jenny Parker.	
5.3	Budget – draft figures provided but subject to change due to implications of changes to re-opening date. Probably need to adjust on a quarterly basis.	
6.	<u>Bookings</u> No change due to Lockdown. Enquiry received for a 1 off booking for 23 rd April (if we are open) – H. Male – a regular one off user. Special Covid conditions to be sent.	
7.	<u>Covid 19 Status</u>	



Following the statement from the Cabinet Office containing 'guidance' there is now confusion as to whether we can re-open in April. Rob Gerig PROPOSED that a complaint to be sent to the Cabinet Office requesting clarification. SECONDED Pat O'Shea. CARRIED UNANIMOUSLY. RG

8. Hall Fabric
- 8.1 Roof – despite spending over £10K on the roof (60% Repairs and 40% on Annual Maintenance), the contractor Briggs Amasco has been given a time limit of this year to fix the leaks. Attempts to identify an alternative contractor in hand. Date of next visit of Briggs Amasco – 8th March.
- 8.2 Hand Rail at the back of the hall – has been done – but not by BW. Lorna Goldsmith to email Zoe Savill to see if the PC had replaced the handrail and if so to say thank you. LG
- 8.2 Re-decoration – external work to be done when the weather improves (and Covid permits).
- 8.3 Boiler Room access very wet, needs a concrete path to permit access. This needs to be raised with the Parish Council - Rob Gerig to contact Zoe Savill. RG
- 8.4 5 Year Electrical Inspection – some minor items need attention – due on Friday.
- 8.5 Half-step entrance to Dore Room – awaiting on weather.
9. Task List/Terms of Reference
- 9.1 Three minor changes required – document to be updated and circulated for review and approval. RG
10. Review of Documents
- Draft Task List to be prepared for approval. RG
- 10.1 Strategy Document circulated for comment and agreed.
11. Any Other Business
- 11.1 The Parish Council have advised that they wish to re-start using the Dore Room for Council Meetings when Covid Regulations permit.
- 11.2 Details received from a Mobile Bar – requesting that we leave their advertising leaflet on display in the foyer. Agreed.
- 11.3 Communication from PC re route of trench – defer response until actual route known.
- 11.4 Security of the Waste Bins – this is an on-going problem, we need to arrange for a new method of locking the bins to prevent unauthorised use. It was PROPOSED by Rob Gerig that digital locks be fitted to both bins – code to be issued to HDC, BW and SM only. Users of the Hall to separate waste as normal but leave inside the hall. SECONDED Pat O'Shea – CARRIED UNANIMOUSLY. RG
- 11.5 Conflict of Interest Forms – Need to add Bryon Winslade – Rob to discuss with RG
- 11.6 him.
- 11.7 100 Club Draw for March carried out. PO
- Trustee Annual Report – clarification being sought from Charity Commission.
12. Date of the Next Meeting
- The next meeting was arranged for 7th April but subsequently brought forward to 31st March, 2021 at 2.30 pm via Zoom.

PO/s 27-03-2021

Lorna Goldsmith
31/3/21