

Clopton Village Hall Committee Meeting
Monday 19th April 2021
At Clopton Village Hall

1. **Present** : Diana Dawson,Della Hughes, Doris Main, David Hayhow, Sue Christensen.
2. **Apologies** : Richard Taylor
3. **Minutes of the last meeting on 6th February 2020** : Already circulated.
4. **Matters arising** : Due to the Covid 19 pandemic, the hall was closed in March 2020. Prior to restricted reopening in the summer, an informal emergency meeting took place on July 23rd to ensure that the hall satisfied Government regulations for cleaning, hand-sanitising, hirer information etc. During this meeting, David discussed the advantage of changing the charity status of the Village Hall to that of Charitable Incorporated Organisation (CIO) before the present lease expires in October 2020. As this has tax and trustee liability advantages, it was decided to go ahead.
5. **Treasurer's Report** : David circulated the annual financial report for 2020. Income was £1675.73, only 20% of the previous year's income because of hall closure.Total expenditure was £4675.94, dominated by an interim payment of £1927.20 to the solicitors renegotiating the lease. There was an excess of expenditure over income of £3000.21. The bank balance was £5949.13 on 31st December2020. David then presented the accounts from 1st January to 19th April 2021. There has been no income. Expenditure is £792.26, dominated by £699.85 for insurance.
6. **Reopening the hall after lockdown** : The hall will remain closed for general use until 21st June (step 4 of government 'Roadmap out of lockdown'). It will be open for use as a polling station for elections on 6th May. Della will ensure that Covid regulations are adhered to.
7. **Hall cleaning** : The present cleaner is retiring. She has been thanked for all her hard work by Diana, and given a garden voucher. A new cleaner has been appointed.
8. **Grounds** : Thanks to Ronnie Wood for cutting the hedge.The wooden gate has been creosoted. Rubbish bags left around the bottle bank continue to be a problem.
9. **Play equipment** : This is being very well-used. Anthills in the goal-mouths have been removed. The picnic bench has been cleaned. The table top needs to be sanded as it has been damaged by burning.
10. **Maintenance of the hall** : Sticking of the meeting room doors has been rectified, and the meeting room cupboards repainted. Thanks to those involved. It has been reported that the lock in the disabled toilet is stiff.
11. **Any other business** : The hall was registered with the Charity Commission as a CIO on 19th November 2020. The accounts for 2020 have been filed with the Charity Commission with a copy sent to the Parish Council. Della reported that there has been a lot of interest in booking the hall when it reopens. Because of problems with motorhome wheels damaging the field when it is wet, it was decided to limit bookings for caravan rallies to 1st May til 30th September. The lease renewal is almost complete. A copy will be signed by Diana and David.
12. **Date of next meeting** : Tuesday 6th July 2021 at 7.30pm.