

**MINUTES OF HALL COMMITTEE MEETING 18th OCTOBER 2021
IN RUNWELL VILLAGE HALL COMMITTEE ROOM AT 7.45PM**

IN ATTENDANCE: - Chair Mrs A Ellis; Messrs: Clark; Lansdale; Mpawose; Rogers and Sloane; Mesdames Evans & Payne. Present: Ms S Goodwin, Mr. K Tarplett

Minute 115 Apologies

Mrs D Hutson, Mr. G Redway – apologies accepted.

Minute 116 Declarations of Interest:

None reported

Minute 117 Budget items for Hall 2022/23

The Hall committee recommend to Full Council to include the following items in the costings for the Precept covering 2022/23

Items to carry over from 21/22:

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|--------------------------|----------|
| • Car Park Improvements | £2000.00 |
| • Floor maintenance | £3000.00 |
| • Porch/Rain Canopy | £3000.00 |
| • Pre-School Play Area | £2000.00 |
| • Christmas Decorations | £100.00 |
| • Electrical Repairs etc | £1500.00 |

Carry over Ear-marked Reserves for Large Projects:

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|------------------------|-----------|
| • Loft conversion | £20000.00 |
| • Upgrade Toilets | £20000.00 |
| • Replace Hall Windows | £5000.00 |

New items to include:

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| • Solar Panels | £17000.00 |
| • Increase Loft Conversion Reserve by | £5000.00 |
| • Insulation (Walls/loft space) estimate | £20000.00 |

Minute 118 Heating Controls/Gas Usage

The Committee discussed the Hall gas usage and forthcoming price increases with no price caps on Business Gas prices. The Committee recommend to the Full Council that the current heating thermostat is changed for a Nest or Hive thermostat that will give control remotely via a phone app and reduce the risk of the heating being left on unnecessarily. The cost around £300.00.

Minute 119 Car Park Repair

The Hall car park has been badly damaged by the refuse collection lorry. A large section needs replacing. There appears to be a weak section within the car park which is not suitable for its current use. JM to supply the Clerk with a new specification which will be suitable for use by large vehicles. Clerk also to speak to CCC Planners to see if it is possible to move the bins to the grass section in front of the Hall.

Minute 120 Runwell Horticultural Association

Letter received stating the group to use the Hall quarterly commencing 14th February 2022 plus a Spring and Autumn Show. Unable to fully clear the Trading Hut until next year and happy to pay rent until empty. Require space to store tables for the shows. The Trading Hut has not been used for 2 years. The Committee were not satisfied that enough effort had been made to clear the garage and no guarantee this would be completed by the said date. The roof needs to be checked for asbestos. Clerk to write giving one month's notice or to arrange a site meeting to discuss alternatives.

Minute 121 QEII Platinum Jubilee 2nd - 5th June 2022

New committee to be formed to arrange celebrations for next year. Initial members CE, SG, DH & LP, first meeting arranged for Monday 8th November 2022, (Apologies AE) all Councillors invited. Decision needed whether to have a Beacon in Runwell (to be lit on Thursday 2nd June) and further celebrations in Runwell Park on Saturday 4th June (Marquee to be booked asap, size tbc). Village Hall reserved for that weekend as a back-up. Wider community to be invited to join the committee via Runwell Roundabout Article. **Budget:** £1500.00

Minute 122 Work Party – Christmas Decorations/Vacuum Curtains

Date arranged: Friday 3rd December 2021 2pm. (Apologies AE)

Minute 123 General Maintenance/Repairs

- Replace blown/damaged Hall Windows. Billericay Glass quotation £329.56+VAT. AE meeting Rayleigh Glass 20th October. It was agreed to place the order with the cheapest quotation received.
- Ladies Toilets – Install Hygiene panels remove damaged tiles: 2nd approach sent to Lindon Contracts if nothing heard by end of the month approach alternative company.
- Electrical repairs: Overhead lobby light/emergency light and light over noticeboard replaced. New light needed in table store.
- Hall floor – quotation to be obtained from Capitol Cleaning Services to revarnish Hall Floor to be scheduled for Easter holidays 2022. Previously done 2019, not lasted very well, longer lasting surface needed for 2022.

Minute 124 Questions/Comments

1. JP/AE - The Caretaker is currently not paid for Covid cleaning/locking following children's party hire. The Committee recommend to the Full Council that a payment of £15.00 should be paid (on a as needed basis).
2. JP/AE – Request to hire the Hall on Bank Holiday Monday 27th December for a family party. Locking cover required. AE offered to lock up based on an earlier finish time, party to finish by 10pm and Hall to be completely vacated by 11pm. Clerk to advise hirer.
3. Mobile notice board has been repaired.
4. Damage to inspect: Table store carpet bar & crack above cooker hood.

Meeting closed 9.10pm