

Framsden Village Hall Team

Minutes of meeting, 12th December 2024

Members present: Neil Mellor (Chair), Charlotte Bell, Margaret Samain, Alex Sharpe

Apologies: None

Members of the public: None

1. Review of previous actions

- 1.1. Improvement plans and update for the website, picture gallery, team list – Carried forward
- 1.2. Repaint loft hatch - Completed
- 1.3. Add disposal of cooking oil to the end of hire conditions – Carried forward
- 1.4. Fix leaking gutters – Carried forward to Sat 18th Jan
- 1.5. Source treated wood for climbing rose pyramid frame – Carried forward
- 1.6. Revert to Quantity Surveyors to develop a procurement specification – No longer required due to costs involved
- 1.7. Inform PC re DBS clearance - Completed
- 1.8. Copy for the next Together magazine - Completed
- 1.9. Repairs to the sink base – temp repair made
- 1.10. Jammed door to main hall - Completed
- 1.11. New oak post for car park sign – Carried forward
- 1.12. Reissue 5 year plan - Completed
- 1.13. Revise future meeting dates to Thursdays – Completed

2. Open public forum

No members of the public attended.

3. Fire alarm testing

Not required currently.

4. Improvement plans, approvals required, costings and fund raising

It had been agreed that the major improvement and extension plans previously investigated would not be progressed in full due to the prohibitively high (c.£200k) costs, inability to justify this level of public/charitable expenditure on a building that is not owned by the village and more restricted availability of suitable funding.

Alternative near term incremental improvement plans were discussed, including

- 4.1. Kitchen – new sink unit, block off/insulate door, extend worktop, replace floor covering
- 4.2. Meeting room – shelving across end wall or replace cupboard with larger, replace carpet with more durable surface
- 4.3. Ramp to garden

4.4. WCs – new sanitary ware, flooring, repaint. Also investigate the feasibility of reconfiguring the gents and ladies to provide an accessible WC within the current footprint.

Feasibility investigations including the possibility of using voluntary work, and costings will be required for all potential works.

5. Garden/grounds update

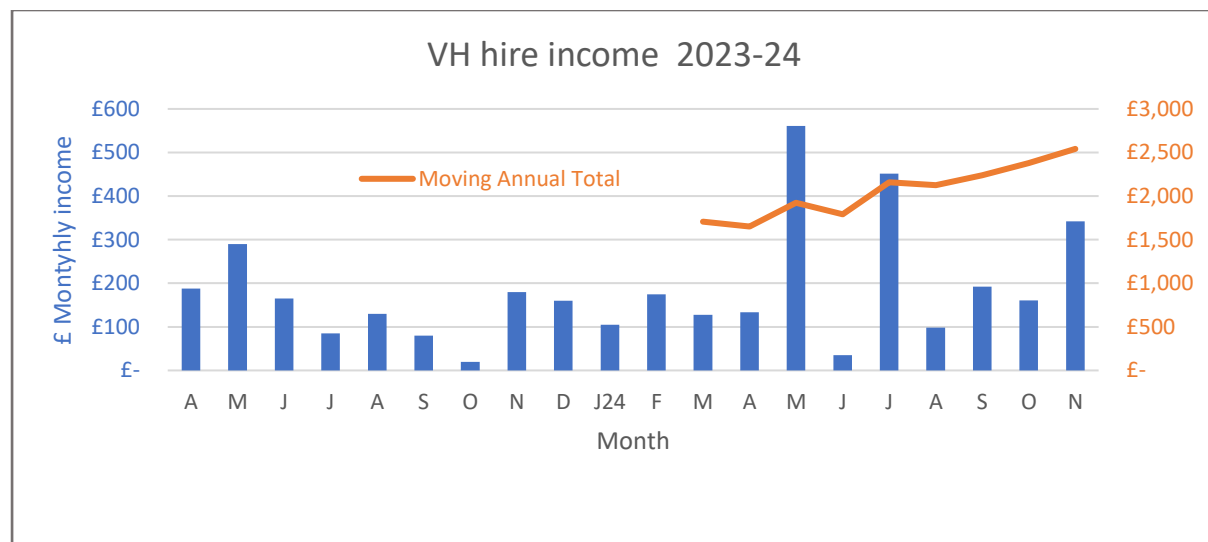
No work had been carried out over the previous month. Tree pruning is required over the winter months and it was agreed that this could potentially be carried out by Alexander under guidance from Ian Seager. A calendar of works will be drafted using Ian's previous grounds appendices as the template.

6. H&S update

No updates at present

7. Hire update

Hire income continues to hold an increase, in part due to new bookings and classes. Income over the past 12 months has now reached approximately £2,500.



8. Maintenance update and works required.

Temporary repairs have been made to the damaged sink base, pending kitchen improvements.

9. Review of 5 year plan and projects, including major updates & funding requirement

The plan has been revised and updated in the light of replanned VH improvements and will be reissued.

10. Minor expenditures

- Thank you card and small gift to be purchased to recognise Sarah's thorough cleaning work this year.

11. Discussion points arising

None

ACTIONS

- 1. NM to pursue improvement plans and update for the website, picture gallery, also add MS to the team list**
- 2. CB to add disposal of cooking oil to the end of hire conditions**
- 3. NM/AS to fix leaking gutters**
- 4. VH team to source treated wood for climbing rose pyramid frame**
- 5. NM to source new oak post for car park sign**
- 6. NM to reissue 5 year plan**
- 7. NM to summarise IS's calendar of works**
- 8. MS/CB to approach IS re advice on tree pruning**
- 9. CB to send thank you card/present.**

NEXT MEETING: THURSDAY 20th FEBRUARY 2025 19:30 IN THE VILLAGE HALL MEETING ROOM