

**Kilmington Village Hall Regular Users Meeting**  
**Wednesday 4<sup>th</sup> October 2023, 7.30 pm**  
**Minutes**

Attended - Judith Chapman, Pauline Horwood, Louise Quincy, Sally Dare, Clive Frankish, Jayne Collier, Karen Armstrong.

Regular User representatives: Gill Perkins (Country Dancing), Jenny Nickolls (Table Tennis), John Smith and Jeanette (Short Mat Bowls).

JC welcomed and thanked everyone for coming.

Apologies were received from John Watts (Cinema) and Jean Falconer (RBL)

**1. Minutes of meeting held on 6th October 2022.**

Minutes were agreed. These minutes can be found on the village hall website.

**2. Matters arising.**

Item 4 of the minutes was actioned with the hall charge increase of 10% in Jan 23.

Item 5 Clarification of session times added to the website.

Item 6 Applications were made to PCC and EDDC for funding towards the cost of the solar panels. These were installed at Easter.

Item 7 PH introduced VH cleaner Claire to SD who would from then on be her main contact.

Item 10 AOB the efficiency of insulation in the roof was questioned. Steve Boon resigned mid-May and so this has not been actioned yet.

**3. Chair Report – Judith**

JC reported that we have two new committee members Jane Collier and Karen Armstrong, both have agreed to be co-opted to the committee. All major annual maintenance tasks for 2023 have been completed. The control panel for the fire alarm was replaced, also smoke detectors and three fire extinguishers were replaced as they were out of date. Phase one of the internal decoration of the doors was carried out; phase two will be completed next year. All electric circuits and electrical equipment (incl items belonging to Kilmington Players) were tested; the high-level windows and gutters were cleaned. Surface water gutters and catch pit were cleaned out. All the chairs in the main hall have had their feet checked and replaced if required; 5 chairs in the Cudmore room which need new, different size inserts remain to be done.

We have had a number of incidents in the hall which include taps been left running, a fire door left open and lights left on. JC has had a chat with the head of Kilmington Primary School and they are going to get a member of staff to carry out a sweep of the hall prior to them leaving. In summary JC reported we have had a very expensive summer.

**ACTION** – remaining five chairs to be repaired.

**4. Treasurers Report – Pauline**

PH agreed that we have had a very expensive period. Our most recent financial review shows that because of the serious and, in some cases unanticipated increases in some maintenance costs, our bank balance has been considerably reduced. Bookings are still recovering but to help meet these increased costs we must regrettably increase the general hire fees from 1<sup>st</sup> January 2024. This will not apply to the Village Concessions at this time. Pauline thanked everyone for their support and understanding as we endeavour to keep our costs under control.

**ACTION** – PH to revise hall hire charges.

**5. Bookings Report – Louise**

LQ reported we have had a busy time with all our usual bookings having re started since the summer break. Now we have tightened up on session times this has helped maximise the increase in hall bookings. She made a plea to key holders to make sure that, if their activity exceeds normal session hire times, they should make sure the hall is free so we have no clashes. Louise emphasised we need to

encourage more weekend bookings since these generate good income. SD asked if we advertise the hall hire especially as we can accommodate a bouncy castle.

**ACTION** – LQ to find old hall advert.

#### 6. **Cleaning Report - Sally**

SD reported we have made some changes in the hall regarding cleaning stocks storage. She thanked the Gardening Club for giving up one of the cupboards in the store room. Thank you to everyone who helped on the spring clean day – a lot of jobs were covered. The caretaker's cupboard and store room have also had a deep clean. SD reported that Claire the cleaner has handed in her notice and we are having a meeting following this meeting to discuss. We will shortly be advertising for her replacement. In the meanwhile, if there are any concerns about the state of the hall please advise Sally or Judith.

**ACTION:** Committee to discuss Claire's replacement and plan of action.

#### 7. **Broadband - Clive.**

CF gave an update, describing some of the issues he is encountering trying to get broadband into the hall. We are desperately trying to get a feed into the hall so we can manage the solar panels, take card payments in the hall and for film streaming. The whole process is very slow and time consuming. CF now has our local MP involved.

**ACTION:** CF to continue to try to progress this plan as fast as possible.

#### 8. **Report from users.**

Jenny Nickolls, **Table Tennis** – All fine no problems. She advised that the boiler in the kitchen has started making a funny noise. JN asked is there any fund raising planned for the hall. How about a coffee morning they normally make £500.00. We need to advertise the hall, e.g. have your party at the hall.

Jill Perkins, **Country Dancing** – Advised numbers are around 10-12. The group still meets at the moment but it has been questioned if they will carry on.

John Watts, **Cinema Club** (via email) – Our financial year starts in April. Our average audience is around 97. For the autumn season, September to December, we could only find 2 films from the Moviola list and we have had to go to Filmbank for the other 2 and hope our audiences remains no lower than 63. JW has 146 on his mailing list and continues to advertise in Postscript, Parishes Papers, Marshwood Vale magazine and posters in the Axminster, Dalwood and Kilmington. In April we handed over £1000 plus hall hire of £170.50 to the hall. In December, hopefully, we will hand over another £1000.00, depending on audience numbers. We had a bit of a problem with the sound system and had to get the contractor back for a small modification. JC thanked JW for his donations.

John Smith and Jeannette, **Short Mat Bowls** – reported they have not acquired any more members and have just 8 regular members. The group wants to carry on; it has been going for 36 years. They are on the edge and at break even. Below 8 members and they will be in trouble. This is a Kilmington Club but does not exclude outside village people. JC – Thank you for raising your concerns.

JC thanked Jean Falconer in her absence for running the 100+ Club which contributes a significant steady income to the hall.

Louise Quincy, **Kilmington Players** – We have booked in our regular Mon and Wed rehearsals and a number of Saturdays and a performance week in February. We are just about to kick off next Wednesday for our performance in 2024.

#### 9. **AOB**

JC thanked everyone for coming. Your attendance is much appreciated. We now have a second meeting to discuss the replacement of Claire. If you have any suggestions, please forward them to us. We will do our best to keep the hall clean and tidy. We are fortunate that regular users are very good about clearing up and keeping the hall tidy. JC thanked everyone for their support.

#### 10. **Date of Regular Users Annual Meeting in 2024 to be confirmed**

**AGM is Wednesday 17<sup>th</sup> April 2024.**

**Meeting closed at 20:06**