

# Minutes of Town Hall Committee 16th April 2024

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## 1 Participants

Karen Groom, Sue Eyre, Stephen Lott (part of meeting), Elaine Wilson (part of the meeting), , Bridget Knight, Claire Bamber, Colin Arney

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## 2 Apologies

Julie Fretwell, Avril Davies, Sheena Bexson

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## 3 Minutes of last meeting

Agreed by all.

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## 4 Matters arising.

BK has been in touch with EON who are going to repay the last payment they took in error.

BK also confirmed that the correct meter readings are being delivered via the smart meter.

BK is in discussion with a utilities broker (Utility Aid) to investigate if a cheaper electricity supplier can be found. **AP – BK to report back on discussion with Utility Aid**

SL reported that all customers are now successfully using the on-line Hallmaster system.

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## 5 Hall access project

KG reported that the expected funding sources for the installation of a lift had withdrawn their financial support. The Town Hall has been given £10,000 towards the project to date. SB had been in contact with the architects who informed her that it would cost £10,000 to get the proposals through planning and that the overall cost of the project would be in the region of £150,000.

CB proposed and SE seconded that planning permission be applied for for the lift project and alternative sources of funding be investigated. This was unanimously agreed.

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## 6 Chairlift update

The existing chair lift had been out of action for a second time and £170 had been spent on call out charges and a new battery. It is feared that the chair lift is no longer fit to serve the needs of the community. **AP – Amend the Terms and Conditions to include a requirement for hirers to return the chairlift to the top of the stairs after use so it can recharge.**

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## 7 Review of Hire Charge.

After discussion it was agreed that the hire charge would increase to £15 per hour from 1<sup>st</sup> June 2014 although regular bookings and nonprofit community groups based in Ivinghoe Parish may be eligible for a lower payment rate at the discretion of the Town Hall committee.

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## 8 Treasurer's Report

BK reported that the new Unity Trust account has been set up and she is transferring all the funds and regular payments over to it.

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## 9 Booking Secretary's Report

The report was received prior to the meeting by e-mail. JF reported that Hallmaster is working well and now features a note to occasional users with code and access details the day before their booking and also a request to review (sadly not often responded to!).

Janet Angilley has not recently referred to her request for floor treatment.

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## 10 BVCL Report

CA reported that the library will receive reduced funding and longer opening hours, moving from 16 to 24 hours a week in future.

The accounts have been submitted and Dave Nicolls from Pitstone has kindly offered to audit them.

The BVCL AGM will take place in person and on-line at 9.30 a.m. on 6<sup>th</sup> July 2024.

There was a discussion about the library being able to sublet. **AP seek clarification if subletting is permissible under the terms of the lease.**

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## **11 Any Other Business**

The booking form should be amended to include a reminder to return keys to the Town Hall lock box on leaving the building, and also to add that if keys are lost the hirer will be charged the cost of replacement. **AP amend booking form.**

It was agreed to raise the rate paid to the cleaner to £11.50 an hour in line with the current national minimum wage. **AP increase payment.**

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## **12 Date of Next Meeting**

The committee will meet again in person at the Town Hall on Thursday 25 July 2024 at 6.00 p.m.