

Sparkwell Parish Hall and Playground Trust Management Committee Meeting- Minutes

Date: 16 September 2024

Venue: Sparkwell Parish Hall

Agenda Item	Description	Action by/who
1 and 2	<p>Welcome</p> <p>Present:</p> <p>Chris Angle</p> <p>Nigel Thorne</p> <p>Lynda Thorne</p> <p>Mark Vinall</p> <p>Pete Tremain</p> <p style="margin-left: 200px;">Apologies:</p> <p style="margin-left: 200px;">Rebecca Collins</p> <p style="margin-left: 200px;">Jessica Collins</p>	
3	Open Forum	
4	<p>Constitutional Matters</p> <p>MV is interim chair and LT interim Treasurer until the AGM.</p>	
5	Minutes of last meeting reviewed, accepted, and signed by MV	
6	<p>Financial Update</p> <p>Current Account £7000</p> <p>Savings Account £20000</p> <p>LT making her own simplified spreadsheet. Will also produce a monthly statement and keep in the dropbox as info for the accountant.</p> <p>In debt for the electricity a monthly bill not been being paid. Paying arrears of £1755 to clear and now on a flat rate tariff and meter being read regularly by LT and NT.</p> <p>Direct Debit of £238 pm set up.</p> <p>JC and RC voluntarily cleaning hall saving £56 pw.</p>	
7	Correspondence - none	

8	<p>User Groups</p> <p>SATCO</p> <p>This year's panto is Rapunzel – ticket sales ok and Gary Streeter is attending.</p> <p>Stay and Play Group and Community Café doing well, good profit each week and good friendly atmosphere. Nigel and Lynda cleaning floors after the group on Tuesday saving the hall £156 a month.</p> <p>Farmers Market is on 27th October and is Halloween themed. Good number of stalls now booked.</p>	
9	<p>Matters Arising</p> <p>Car Park – Tungsten no longer have funds available to help.</p> <p>Lights – booked in for repair 28 September – scaffolding arranged and to be put up before.</p> <p>Playground defects – been done by J and L Construction</p> <p>Surveyor has done final report and school rent to stay same for next 5 years</p> <p>Defibrillator light has now been fixed</p> <p>Renting stage area- no other queries – agreed will be difficult now with SATCO keeping their props/sets around the stage</p> <p>Cleaning being done voluntarily</p> <p>Website – CA will be doing a 9 week wordpress course so that she can update website correctly. Ed has updated website to new version of wordpress. Course delayed to January.</p> <p>Sound system speaker to be repaired and mixer looked at as wiring problem.</p>	
10	<p>Matters Outstanding</p> <p>Pathway to school MV has received a quote to tarmac at side of hall will take and school pathway – a total of 72m which will be £10500</p> <p>Will take 5 days to complete</p> <p>LT to check with parish council re any planning permissions needed.</p>	

11	<p>AOB</p> <p>Halloween Do now being run by hall as SATCO can't do – 26 October.</p> <p>Bands/DJ</p> <p>Hot dogs</p> <p>Bar and refreshments</p> <p>Have received the funds from the solar grant.</p> <p>Once doors completed consider quote for new curtains.</p> <p>Remembrance Day – Diary blocked out</p> <p>Hall to offer car park and refreshments for Remembrance Day Service</p>	
	Next Meeting AGM 4/11/2024	
	<p>These minutes will remain in draft until approved and signed at the next Committee Meeting.</p> <p>All present agree this is a true and accurate record</p> <p>Signed.....  M. V. CHALC Chairperson</p> <p>Date..... 4/11/24.....</p>	