

BURBAGE VILLAGE HALL TRUSTEES MINUTES OF THE FINANCE COMMITTEE MEETING

THURSDAY 12TH MARCH 2009

In Attendance:-

Sandra Drewitt (Bookings Officer), Martin Hamer (Chairman), Philip Marsh (Treasurer),

1. Apologies for Absence

None.

2. Minutes of the Meeting 12th March 2009

2.1 Having been previously circulated, these were confirmed as a true record.

3.0 Current Financial Situation

3.1 The Treasurer presented comprehensive figures relating to the financial year 2009 (To date) and the Committee was pleased to learn that, all things being equal, a surplus was predicted for year end. This could be in the region of some £4,000. The Treasurer was congratulated on his excellent husbandry of the accounts and the generous contribution that he had recently made to the Hall following his sponsored marathon. Given the projected year end figures, it was agreed to recommend to the Management Committee that facilities for supporting a village Youth Club (e.g. Table Tennis table, Bar Football and Pool table) be acquired – subject to an analysis of the funding requirements to support a part-time Youth Worker. It was hoped that the Parish Council might be willing to fund this position.

3.2 Confirmation of the award of a Grant of £1,000 from the Pewsey Area Board was welcomed. The sum was a contribution towards providing double glazing in the kitchen area. Three quotes to undertake this work had been received and the recommendation to the Management Committee would be to accept the quote from Hillview Windows for £1,508.87 (The lowest of the three). This would also include a double glazed window for the disabled toilet. The Hall would deploy the balance of £508.87 from its Reserves.

3.3 The kitchen work (including the floor) had now been completed and thanks were expressed to Chris Drewitt for all his work and efforts on completion. The cheque refund on the dishwasher had now been received.

- 3.4 All radiators now had a thermostatic valve fitted and this should enable the oil heating bill to be much reduced.
- 3.5 The Jazz picnic in the Hall had experienced a disappointing turn out. It was hoped that the Phoenix Brass Christmas Concert Picnic in the Hall would attract more people (And fund raising).

4.0 Roof & Floor Replacement

- 4.1 The Chairman explained that the replacement of the main floor (Potential H & S hazard in the future) and roof replacement were the two key items identified as priorities under the very comprehensive survey undertaken by Mr Hope last year. The floor is becoming increasingly problematic and a number of quotes had been sought for its replacement. Quotes had been invited for the cost of replacing the roof (Identified as necessary within the next five years) and F Dewey of Pewsey had provided an estimate of £15,300 (Plus VAT) or £18,600 (Plus VAT) depending on the type of material used. Two other quotes were pending. It was agreed to recommend to the Management Committee that half of any operating surplus for each year be allocated to an identified and earmarked "Roof Replacement Fund", together with a matching contribution from Reserves. On current estimates, this would result in an amount, accumulated over the next five years which should cover the cost of replacing the roof – at the appropriate juncture. This means that, at the moment, the Trustees can be confident that the Hall is operating as a viable and going concern – and has a reasonable and viable financial plan in place to cover its known and forecast liabilities – whilst at the same time, holding sufficient reserves to cover unforeseen contingencies.

5.0 Sports Club

- 5.1 Proposed developments at the Sports Club were noted with interest – and it was felt that, should their aspirations translate into actuality, it would be a major benefit and resource for the residents and wider community. The Committee noted that the Lease had still not been signed – although positive news on this was expected within the next few days.

10.0 Any Other Business

- 10.1 There being no other business, the meeting closed at 8.45 p.m.

The date of the next meeting of the Finance Committee is to be arranged.