

**Minutes of the meeting of Rothersthorpe Village Hall Management Committee
held on 6th September 2011.**

Those present: - P.J. Dickens, J. Dellar, R. Smart, J. Sturt, J. Wood, J. Whitehouse,
J. Battams, J. McCarthy, K. Kutas and M.Barber.

1. **Apologies.** P.Doran and S. Luck
2. The minutes of the last Committee Meeting were agreed and signed by the Chairman P.J. Dickens.
3. **Any Matters Arising.**

Mrs Kutas has photographs of the old Memorial Hall on her do list and will bring them to the next meeting.

Mrs Battams said she had spoken to Robert the Builder regarding the decoration of the Hall entrance and Committee Room and the partition in the gent's toilet but he was very busy at present. The Secretary said he would try and speak with Robert.

Mrs Battams also reported on the continuing problem with vandalism to school property in the playing field and school playground. With the primary concern of safety and protection of school pupils and staff the school were having to consider a more protective security fence system around the whole site. If this is implemented a secondary purpose would hopefully be the protection of the site from out of school vandalism. Mrs Battams said that this would obviously impact on the Village Hall and the use of the site by users of the Hall and that she would keep the VHMC advised of developments and that the VHMC would be consulted before any proposal was implemented. The School had had a few quotes for possible solutions and any solution would be very expensive and difficult to install to the satisfaction of all users of the site. Mrs Battams emphasised the importance of the need to reduce the risk of any harm or abduction of pupils and staff as her main priority. There was no suggestion that the VHMC would be expected to contribute towards the cost of whatever security is proposed.

The Secretary explained that the rodent problem in the roof still existed and that Northants Pest Control Co. were now looking at the problem to see if their ideas were any different to Countryman Pest Control who had advised us in the past. They have visited the site twice and have put down a lot more bait stations and there advice is that these bait trays should be kept topped up. It was agreed that in conjunction with the school a 12 month contract with Northants Pest Control should be entered into with quarterly visits starting in November to at least keep on top of the problem. It was agreed that the VHMC would pay the initial cost of the 2 visits of £90 and the Treasurer gave a cheque to the Secretary for onward transmission to Northants Pest Control Co.

4. Committee Reports

Secretary

Letters sent to: Thank you to Carol McCosh for her time on the VHMC.
School Cross Charges April to June 2011 inclusive.

Letters received from: ACRE. Village Hall Forum News,
Invoice from Northants Pest Control Co. £90.00

The Secretary advised the VHMC that as well as letters received he also received email information from the Charity Commission which was mainly the CC Newsletter although recently he had been reminded that the Annual Return was now available for completion. The Secretary said he would complete the Annual Return for the year 2010/11 in the next few days.

The Secretary said there were two articles of interest in the ACRE Village Hall Forum News. One article related to the number of persons permitted in a public building at any one time. It was explained that the Premises Licence under the Licencing Act 2003, which the Village Hall operates under, has a stipulation of a maximum of 200 persons at any one time. The Regulatory Reform (Fire Safety) Order 2005 takes precedence over other legislation where fire safety is concerned. The Fire Officer in charge of our area, Ian Greave on 797000 at 2, Pond Close, Moulton Park, NN3 6RT, had been recently consulted and agrees that 200 is the maximum number of persons allowed into the hall at any one time. This should be stated in the Fire Risk Assessment and made clear in the Conditions of Hire. It should also be made abundantly clear in the Conditions of Hire that the hirer of the hall is responsible to ensure that these numbers are adhered to. At the moment both the Conditions of Hire and the Fire Risk Assessment do not spell this out clearly. It was agreed that both the Fire Risk Assessment and the Conditions of Hire will be discussed in detail at the next Committee Meeting.

The other article related to the collection of fees for playing recorded music in public buildings. At the moment the VHMC pay, through the cross charging arrangement, a proportion of the fee to the Performing Rights Society (PRS) who look after the interests of songwriters, composers and music publishers. Some community buildings also hold a licence from the Phonographic Performance Ltd (PPL) who look after the interests of music performers and record companies. However an exemption in the 1988 Copyright, Designs and Patent Act allows the playing of recorded music by charitable organisations without the need for a PPL licence. Central Government has been discussing a joint tariff for community buildings incorporating both PRS and PPL. PPL have pulled out of these discussions and are intending to introduce a levy of 1% of income unless that income is under £10,000 pa in which case a flat charge of £42 will be inflicted whether the building plays recorded music or not.

ACRE say they are fighting this unfair additional tax and will be keeping all village halls and community buildings informed of developments.

The invoice from Northants Pest Control Co was dealt with in matters arising.

There was no reply needed to any other received correspondence.

Treasurer

The Treasurer presented a bank reconciliation statement as at 31st August 2011 which showed nearly £9000 in the COIF savings account and nearly £4500 in the current account. It was agreed that all in all this was a very healthy state of financial affairs. A budget has been agreed for decoration of the Hall entrance, Committee Room, Store Room and refurbishment of the gent's toilet. Apart from that no large expenditure in the near future was expected. The Chairman thanked the Treasurer for her report.

Booking Clerk

The Booking Clerk said that weekend bookings were picking up and that dance classes were proving very popular at present. She added that the Village Web Site (www.rothersthorpe.info) was proving very helpful for people wishing to hire the Hall or find out about the Hall or the Village generally. Everything was going OK. The Chairman thanked the Booking Clerk for her report.

5. Any Other Business

None

6. The next meeting will be held on Tuesday 1st November 2011 at 7.30pm.

There being no further business the meeting closed at 8.30pm.

Signed: P. J. Dickens

Date: Nov 1 2011