

## Minutes Sopley Parish Hall Committee Meeting

8th April 2025

**Present:** Imogen, John, Sue, Rosie, Nick, Kit, Cheryl,

### **Apologies**

Cynthia, Katie, Caroline

**Matters Arising:** none

### **Treasurers Report**

See John's financial spreadsheets sent to committee members via email for more detailed information

Opening Nat West bank balance on 1st March = £12296.63

Total income = £1762.23

Total expenditure = £851.29

Surplus = £910.64

Closing bank balance on 31st March = £13207.57

An excellent month for income, with £1762.23 raised from our regular users and private parties and hirings - despite there being no income this month from SPH Community events.

This, when coupled with only relatively modest PAT Testing site costs, resulted in a surplus of £910.64 for the month.

Considering the financial year 2024 - 2025.

Income for the financial year 2024-25 was £16099, down from £21442 in 2023-24.

Expenditure for the financial year 2024-25 was £21005, also down from £24042 in 2023-24.

Significant extraordinary costs incurred throughout the past year include :

HH S143

expenditure,

£2010

Transfer of funds sufficient to pay off the outstanding PWL, £5238

Resurfacing the car

park,

£2180

Replacement the glass

washer,

£873

Total extraordinary  
costs  
£10301

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Regular users and private hirings have both performed very well throughout the year, and massive thanks are due to Imogen Fidler for her enthusiastic and tactful management throughout. However, we need to be mindful that Community Events have been less successful of late, and thought must be given as to how best to reverse this trend.

John has had a meeting with Gavin who will take over as treasurer, Gavin will become a Trustee. John will put the finance info he has accumulated in the office for future reference.

#### **Future Events**

- **16th May 7.30. Barn Dance.** Top Step who are running a Barn Dance doesn't want a stage. It is on facebook, Imogen will send out details to people on mailing list. Cynthia will sort out the posters. Cynthia will provide raffle and Kit will sell the tickets.
  - **17th May VE 80 Party.** Nick will donate 2 cakes, W.I. Are providing cakes
  - **June tbc David Reagan Hypnotist?**
  - **July tbc Car Boot** but avoid July 12th. Cheryl has contacted the Operations Manager at Moorlands and she has agreed we can hold a car boot in their grounds. Cheryl & Nick will meet with the manager and we will need to discuss, how many stalls, car parking spaces etc.
  - **September Bingo tbc**
- Car treasure hunt to be kept on the agenda

#### **Hall Bookings**

Nothing to report. Wedding this weekend

#### **Building Maintenance**

- Heating system. Rosie has requested a report on the fault with heating/aircon unit. Rosie gave an update on ACRE (Action with Communities in Rural England) and will join the on line message board for people involved in community halls across Hampshire. Rosie will then put out a request for any info on heating systems from other village halls
- plumbing update: Nick went back to plumber and he refused to come back. Nick will ask another plumber.

#### **Health & Safety**

- lighting update awaiting quote from Taff and then for discussion at a committee meeting.
- Intruder alarm system. Rosie booked Ashley Security for the annual check up and they confirmed they could only arrive between 11 and 12. At 12.15 they had not arrived so Rosie rang them and they advised they would ring back. As they did not do so Rosie rang again at 12.30 and was told the engineer was in the Sopley area. As they had not arrived by 12.55 Rosie rang to cancel as she had an appointment in the afternoon. When she got to the car park a van with a different security name on it was parked, Rosie asked if he was from Ashley Security and he confirmed he was, Rosie explained that she was waiting for him in

the hall and he told her he was on his lunch break. Rosie made a further call to the office and when the manager rang her several hours later he said he could only apologise again and there was nothing more he could do. When asked if she wanted to arrange another appointment she said no. It is unclear whether we have a contract with the company, if not then we will go with Dorset Fire who can hopefully carry out all the checks at the same time as they service the fire alarm. Action Rosie to contact Caroline re contract.

- Nick has completed a 3 hour test of the alarm system.
- Rosie to organise fire alarm system check

#### **Any Other Business**

- Caroline has decided that after many, many years on the committee she will be stepping down from the committee as Chair, Trustee and Bar Designated Supervisor. Nick is willing to become the bar supervisor and can delegate someone else to run the bar.
- Future of committee: Nick is going to stand as chair. Cheryl will stand as vice chair. Gavin will stand as Treasurer, Hazel will take over the publicity and Sue will take over from Imogen as Bookings Manager.
- Sue and Cheryl will consider becoming Trustees.

**AGM 6th May 7.00**

**Next committee meeting 6th May following AGM.**