

## Cound Guildhall Management Committee

Meeting of Trustees held on Wednesday 18<sup>th</sup> October 2023 held at Cound Guildhall

1 Attendance: Rex Sartain Chair, Blair Nimmo Treasurer, Linda Clutterbuck Secretary, Stephen Crack, Tim Roberts, Geraint Rees, Marion Adams, Kate Payne, Claire England, Mavis Hunt.

Apologies: Simon James

2. Declaration of Members Interests. None.

3. Minutes of the meeting held on 26<sup>th</sup> July 2023 were accepted as a true record. Proposed- Tim Roberts, Seconded Geraint Rees.

4. There were no matters arising from the minutes not covered in the agenda.

5. Finance.

Blair confirmed that our accounts 2022-3 were now complete and with his company accountants and they will be audited and hopefully signed off. He advised that when signed off he would send a copy to all Trustees.

Blair had communications with three insurance companies and found that KLF who we were insured with last year were the most competitive. Renewal cost was £889 and due for payment on 16/9/23

Marion asked about bar figures and whether there were any accounts Stephen sends them to the Flicks group but it was recommended to send to everyone. As Trustees we are all joint licensees and could be inspected at any time.

Marion asked Blair whether there was any bookshop income due to be paid out to the Church. He advised that all income had been paid out

It was agreed to discuss the toilets now as there were financial implications.

Total spend on toilets was noted to be as per previous quotes with just one extra for work amounting to £756 for an electrical supply for future hand driers.

Blair advised that £9,700 remains in the bank of which £6,768 in as yet to be received invoices remain to be paid. Geraint reported that the builder, plumber, electrician and flooring contractor had all come in on budget with Lee McGowen the builder having provided the final plastering to the old walls in the new reception area free of charge. There are sockets in both cubicles to take electric hand dryers should we wish in the future.

As there is an overspend of £756 on the previously agreed budget Geraint asked for agreement on which additional jobs / items could be funded. Two 'cottage style' fire doors in the hall to match existing doors (£443). All agreed.

- Wall mounted baby change folding table around £400. All agreed.
- Fully decorate the new chair store cupboard. All agreed.
- Waste Bins for the cubicles. All agreed.

Rex proposed that a budget of £1000 be set for the items above. All agreed

Geraint Tim and Stephen were thanked for overseeing this project and all the time they had contributed. Everyone agreed that it looked very smart.

6. H&S. Tim reported that the socket in the bookshop cupboard was certified by the electrician working on site.

7. Correspondence. Tim responded to a questionnaire from Shopshire Council Rates Office. He is awaiting their reply.

8. Future Events. 15 booked events to 2<sup>nd</sup> December so looking healthy.

Also – Flicks Dates January February March April

Snowdrop Teas

Cound Fete 18<sup>th</sup> May 2024 (Church)

9. Future Fund Raising Events. Moonshine and Fuggles of Ironbridge will put on a Gin Tasting Evening. The dates to be offered to them are Friday 1<sup>st</sup> or 8<sup>th</sup> March 2024 LC

Breakfast suggested for 24<sup>th</sup> March 2024 SC KP

Bluebell Teas possibly 21<sup>st</sup> April 2024 – on the route of the snowdrop trail (Church & Guildhall)

A quiz – anyone TBA

10. Guildhall Improvements. Geraint asked the Trustees to identify future improvement projects in order of importance. There is little money left now so there must be a clear plan. The following were discussed and arrived at this order of work.

- Drainage - to take road water away from the doorway. Reduce the height in the centre of the roadway. Self help with Edward England.
- Two portable speed ramps to reduce traffic speed outside the Guildhall.
- The lighting in the entrance lobby is significantly brighter than in the hall. At present the ambient light is good but it is not bright enough for craft or close work. Daylight bulbs may be a solution. Tim will buy two dimmable bulbs to try. The light switches at both ends of the room would need be changed to allow dimming. TR
- Second cupboard in the bookshop. Self Help
- Acoustics: Stephen discussed his research and the solution from Sound Reduction Systems which would cost £7500.00. Rex agreed to get details of a system recently installed at school.
- Conversion of old toilet block to storage cupboard
- Bookshop windows and doors
- A proposal to buy blinds for all windows was discussed. It was agreed that the curtains will be rehung tomorrow but at some stage blinds could be considered.

11. AOB. It was discussed changing meetings to Mondays. There were no objections.

The next meeting - Monday 15<sup>th</sup> January 2024 at 7pm

It had been noticed that personal details were displayed on the Guildhall Website diary, Tim will talk to Simon about it. TR

The meeting closed at 20.40.

