

Minutes of Town Hall Committee Zoom Meeting 11 October 2021

Participants

Karen Groom, Stephen Lott, Stephen Swinbank, Sue Eyre, Elaine Wilson

Apologies

Brian Rogers, Colin Arney, Avril Davies, Greg Jones

Minutes of last meeting

Agreed by all, a paper copy to be signed by KG in due course.

It was decided that once the minutes have been agreed they will be uploaded to the Town Hall website and the PIC website. **AP - EW to email copy to BK**
SL to send EW details of how to add documents to the Town Hall website.

Matters Arising

The heating Has been updated by BR and SS. The committee are very grateful for their hard work. The work on the electrics needs to be certified and KG will speak to BR about this. **AP - KG**

Ongoing - SL will share details of the log in access to the website with SE so that there is a central record of how to administer the site. **AP - SL to email SE**

Hall Condition Report

The hall is still in excellent condition. SL is researching the purchase of a projector, screen and sound system. **SL to get quotations for the purchase and installation of these items.**

Treasurer's Report

GJ unable to attend, report to follow.

Booking Secretary's Report

Most classes are gradually coming back. The discount of 50% on hire fees for regular users has been greatly appreciated, but SS will now draft a letter to all regular hirers to remind them that this will be coming to an end on 31 December 2021. The fee will return to £12 per hour and that will mean that the use of all facilities will be included. The letter will also include a polite reminder to all hirers that their classes must finish promptly in order to allow other hall users access for their booked slots. The draft of the letter will be emailed to the committee for their consideration before it is sent out. **AP - SS to email draft letter to committee.**

BVCL Report

SE shared an email from AD which reported that the borrowing figures for August were the highest ever for that month, with a total of 725 items borrowed, broken down in to the following age groups:

0 - 18 **193**

18 - 65 **366**

Over 65 **166**

The library will resume its Friday evening sessions from November. It will open on the first and third Friday evenings of each month.

Now that the library is returning to near normal service, it was asked if the trolley in the foyer could be removed to allow better access in and out of the building. **AP - SE to write and request this.**

Any Other Business

KG reminded everyone that as the Town Hall building is leased from Buckinghamshire Council by Ivinghoe Parish Council, the committee members are effectively representatives of those two bodies and should therefore ensure that at all times they conduct themselves professionally both in person and online.

Date of Next Meeting

It was agreed that the committee will meet again in person on Thursday 20 January 2022 in the Town Hall.

The meeting closed at 7.30pm.