

LEVENS INSTITUTE MANAGEMENT COMMITTEE MEETING MINUTES

Wednesday 14 September 2022

Present Fiona Sanders Alan Miller Hugh Connor, Chris Riley, Janet Mason & Vanesa Riley

1. **Apologies** received from, John Wood, Susie Bagot, Helen Miller & Sheila Watson
2. **Minutes.** Had been sent out and were approved by all.
3. **Matters arising** Covered by Agenda
4. **Chair's Report.**
 - a. Fiona thanked all who had helped with the Sat 10 LVH tidy. The outside shrubs/plants etc looked much better
 - b. She was pleased to see new faces and hoped they may join LVH in future events.
 - c. She confirmed LAFS had two firm bookings, 28 Oct & 17 Dec
She confirmed that the hall would be open for anyone who wanted to watch the funeral in the hall.
 - d. Disaster plan. Janet confirmed that it was on the Parish Council agenda for 13 Sept and would report back on its progress.

5. Secretaries Report

Alan reported bookings were returning, including Yoga and growing well. Fiona wondered if there was need for promoting the hall. The general feeling was that the hall was well used.

6. **Treasurer's Report** see John full report sent to all.

Unity Trust	£5,296.68
Teachers Building Soc sav 90	£30,256.78
Teachers Building Soc Easy Sav	£10,011.67
Camb & County Bank	£31,522.42

Total £77,087.55.

John in his report said expenditure was within his expectations. However with the current electricity prices and inflation he recommended a small increase in room hire beginning 2023 and further consideration once the magnitude of price increases was known and Government assistance if any.

A general discussion followed based on comparison to other halls. With the following proposal.

- a. Main Hall £5 to £6 per hour. Commercial £10 to £12
- b. Lower hall £3.50 to £4.00 Commercial £8 Retain at £8.00.
- c. The changes would start in January 2023 and Alan to inform users to give them time to adjust their own pricing.

Prop Alan 2nd Fiona.

7. Funding

Fiona brought up the idea that ACT had suggested around a just giving type of hall funding approach. It was agreed that it could potential provide another source of cash and John to be asked to follow up with ACT

Lower Storage Room

Hugh requested permission to add some shelves in order to increase storage in lower storage room. It was requested that there was a variety of heights and health and safety for users considered

Approval by all.

ACT Zoom meeting.

Hugh reported that he had attended the ACT meeting which was based on energy saving ideas including, solar panels and checking for heat loss.

Although solar panels for the existing hall would not be practical the use of a meter that could detect area in the hall that showed cold spots may be well worth hiring.

Fiona to speak to Janet Battye the Greening Councillor.

Lower hall heating.

Hugh asked if a written instruction could be written regards the infra-red heaters and the fan system.

Alan said he had a hand written note but would liaise with Sheila to produce a poster.

Fiona thanked everyone for their time and to Hugh for attending ACT zoom.

NEXT meeting.

WED 22 Feb 2023 at 6.30pm at LVH.

n.b. E mail could be used if any matters arose before then.