

3	Constitutional Matters Safeguarding Policy updated by FM, sent out with the agenda was adopted and signed by all those present. Will be recirculated at next meeting for those Trustees that were absent	DM	
4	Declaration of Interests RM being a Board Member of the school and also being a Trustee of the Hall will be required to declare an interest on any matters regarding the school tenancy as the Hall is the Landlord of the School. No other declarations of interest declared		
5	Review the minutes of the previous meeting The minutes of the meeting on 21.01.2022 were agreed as accurate and signed. Publish on website	EH	ASAP
6	Financial Update (KH) KH will provide details of the financial position on the date of this meeting	KH	
7	Correspondence Received (ALL) <ul style="list-style-type: none"> • Ocean City Andy Rowe (Item 9) • Covid Update from Devon Communities Together (DM) DM has received a covid update and will write a brief version for hall users • Sharon Vincent Ace Events (DM) DM has had a conversation with Sharon Vincent regarding starting up the Farmer's Markets. The hall would be hired to Sharon for the purpose. All agreed to go ahead RF- for minimum of 3 months to get it off the ground. DM to pursue • Jumpin Janners inflatable hire (DM) Read an e mail from Jumpin Janners who are proposing stay and play sessions for the local community. Once every 1 or 2 months. It was agreed to proceed on a trial basis in the school holidays. Prices need to be accessible for local people. DM to pursue • Clean Group (DM) DM informed the committee that there has been a price rise to £19.00 +VAT per hour. Agreed to continue to use Clean Group • DM informed the group that Drake Judo had stopped their sessions in the hall on 18.02.2022 She hadn't been told until she received an email on 16.03.2022 and had continued to invoice them. DM has arranged the return of the keys. 	DM DM DM	
8	User Group Reports (ALL) JR- informed the group that the WI were happy that the store had been sorted and the cupboard accessible.		
9	Matters Arising <ul style="list-style-type: none"> • Fire Precautions (DM) The fire panel, detectors and call points have been replaced. We now have a dialler installed which will need wiring up and programming with Trustees numbers that are happy to investigate if the alarm goes off. JR, and JohnR, VF and RF, EH, DM and RM. EHF – will investigate if she hears it. Will set this up when wired and train all Trustees on the fire panel. Fire Risk Assessment. Comments from NT that it looked fine. DM would like a second opinion. NT to send details of a Fire Risk Assessor. Solar Light trial RM to set it up • Carpet foyer (NT) Quotation from NT. Will send out for a remote vote when received • Car park (RM) RM reported that the surface continues to degrade with potholes. People parking on the grass. Need to fence off area by park. DM would like to incorporate that area as a path so that children can walk to school from this end of the village without crossing the carpark as it's chaos in the mornings. RM we have a car that's been parked in the car park and has not gone anywhere. DM has made contact and they know they need to move it. 	DM/RM NT RM DM	

	<p>They are waiting for the battery to arrive. Need to have a new sign made, more prominent. People don't realise it's a private car park</p> <ul style="list-style-type: none"> • Front Door (RM) Design of the door was circulated After discussion it was agreed the colour would be Cement Grey RAL7033. For manufacture to commence the Smartlock needs to be bought as the lock will be dry fitted and then the door powder coated afterwards. DM to ask EH to order the Smartlock or provide details • SATCo (RM) RM asked for the finances to be discussed as last meeting. SATCo under the impression it was all sorted. This is not the case as it hasn't been voted on by the Trustees. RM to attend the SATCo AGM in April and then it can be finalised. • Sound system (TH/FM/KH) TH is obtaining 3 quotes KH no grants available at present but will get another quote. NT to send equipment list to KH. . • Charity Commission Annual Return (DM) DM reported that she had completed the annual return, as we hadn't earned any money it was much shorter The 10k grant wasn't taken into account • Wedding on 18.12.2021 / Weddings (RM) RM reported that we wrote with the comments from the Trustees. We haven't heard anything as yet. • On-going Maintenance (RM) RM would like to thank RF for agreeing to repair the playpark fence, receipts need to be given to KH for reimbursement. • Playground Equipment-Defects found by SHDC monthly inspection (RM) Disappointing that the seesaw mounts have failed in the park. Only installed less than 4 years ago. Playquip have tighten up the mount but it's still loose. DM despite trying hadn't received the SHDC monthly reports, but it is finally sorted On an old report December 2021 it was reported that the infant swing was isolated due to the centre piece being missing. RM to ask Playquip to order a new one. • Grass (DM) Quotation for clearing the bramble area. Agreed earlier in meeting • Ocean City toilet facilities/car park (DM) DM read the email received from Andy Rowe, Chairman of Ocean City, which stated that they can hire a Portaloo for £30 a week and they are happy to rent the toilet facility every time the girls have a home game at Sparkwell. It was the consensus of the Committee that toilet facilities should be provided by Ocean City for all their players, not just the girls team. Portaloo costs of £30 plus VAT a week is only if it was a regular weekly contract. DM to reply to the email stating that the field is not linked to the hall and as such is not our responsibility. But as we are a community we will help but it will be at a hire charge of £30 a week, every week the playing field is used by Ocean City. • Washroom Services (DM) DM reported that we have now swapped over to South West Hygiene and thank the school for letting them into the hall <p>Matters Arising (Deferred until time allows)</p> <ul style="list-style-type: none"> • Under stage door (NT) • Decluttering (ALL) • Food Hygiene update (DM) No correspondence from SHDC to date. • User checklists/risk assessments (DM) • Hall Mark Scheme (DM) • Hallmaster booking system (DM) 	<p>EH</p> <p>NT/RM</p> <p>TH/KH/ NT</p> <p>RF/KH</p> <p>DM/RM</p> <p>DM</p>	
9	<p>Bookings update and Calendar (DM)</p> <p>DM expressed her thanks to VF stating that it makes such a difference not doing every weekend and working around the hall each day. She didn't want VF doing every weekend either, so if people can volunteer and do the occasional booking it makes a big difference. JR and JohnR to be trained.</p> <p>In addition to our regulars bookings since last meeting we have had:</p>		

	<p>Some casual meetings Christian Group, Brookbanks, Beavers Sleepover. 9 birthdays 2 christenings, 1 with the canopy, RF and VF now know how to put the canopy up.</p>		
10	<p>Fund Raising Events/Events</p> <ul style="list-style-type: none"> • Platinum Anniversary (RM) <p>Discussed earlier in the agenda</p>		
11	<p>AOB</p> <ul style="list-style-type: none"> • DM-We need to update the notice on the door of contactable Trustees. Who would be happy to add their name and number please. Certainly those who hold keys. VF, RF. JR and JohnR with training. 	DM	
12	<p>Date of March meeting Wednesday 27th April 19.00 hours</p>		