

## DRAFT

### Minutes of the Bramley Village Hall Management Committee Meeting: 12<sup>th</sup> July 2023

**Present:** Lindi van Rensburg (LvR), Tony Coleman (TC), Bob Stern (BS), Dennis Lordan (DL), Debbie Ersser (DE)

**Apologies:** None.

**Minutes:** The 2022/3 Annual Report was reviewed, agreed and signed by the Chairman..

**Matters arising:** None.

#### **Bookings Outlook:**

DL submitted a list of confirmed regular bookings and various children's parties from 13th July to 31<sup>st</sup> October.

The estimated revenue amounts to £6217.

#### **Finance:**

Budget:

- No revisions necessary at this time.

YTD Actual to budget:

- The BVH contribution to the BPC insurance premium for 2022/3 was overlooked, resulting in an over expenditure for 2023/4 of £499,00.

#### **Payments and receipts:**

The reported amounts between 15<sup>th</sup> February and 6<sup>th</sup> July were reviewed and agreed upon.

The bank balance at 6th July is £13,816.78.

#### **Maintenance:**

- A quote in the amount of £4,875 plus Vat to remedy the car park potholes has been received. Other quotations are outstanding. St Catherine's school has been approached for a contribution as pupil's parents using the area as a drop off/pickup point has contributed to the damage.
- A grant to replace the fire exit doors in the annex has been submitted to SCC.
- A quote in the amount of £696 to replace the uplighters in the main hall was accepted.
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- **A.O.B.**
- The date for the audit of the 2022/3 accounts is 21<sup>st</sup> August 2023.
- The 2023/4 BVH/BPC Service Level Agreement will be submitted to BPC for signature.
- Francesca Stern has agreed to join the committee.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Tony Coleman  
Chairman