
Calstock Hall Committee

Minutes of Calstock Hall Committee meeting
19:30 26th January 2021

1. Minutes of the previous meeting were approved.
2. **Administrators Report** (Matt)
 1. Finance - current credit balance £6446; CH continues to be solvent in difficult times.
 2. Covid - Grant for lock-down support has been applied for.
 3. Committed CH users - Preschool (3days/week), Post Office & Community Shop continue to use CH.
 4. Cleaning is managed by the Preschool Group and Shop so as to keep cost down, with one deep clean by CH cleaners on a Wednesday evening (see item 4 AOB).
 5. Christmas Lights (CL) – the lights meter is located in CH and the CL electricity is paid by separate arrangement; so as to reduce the meter monthly standing charge cost it was proposed that in future the lights electricity would be supplied by CH. Five years historical CL electricity cost would be used to establish and agree a ‘donation’ to CH. Anthony will undertake the electrical work thus enabling CL monthly metering service charge to cease (10 months savings for the standing charge possible).
 6. Communications – a new streamlined approach was presented and agreed; key changes -
 1. Personal email addresses to be used.
 2. Admin/Secretary/Chair/Treasure*@CH will be retained for maintaining records (*use of QuickBooks accounting).
 7. Heating – due to inactivity in CH at weekends and the long ‘warm-up’ times (since the conversion to ‘Air Source’ heating) Matt proposed that a potential solution was to improve insulation for the suspended ceiling; cost estimate for materials c. £500. This was agreed and Matt & Chris will meet to progress ASAP.
3. **Chair Report** (Juliet)
 1. The ongoing use of “**Zoom**” was briefly discussed and agreed (free version). Matt agreed to investigate cost for purchasing a licence (for extended usage in lock-down periods).

2. General discussion on the ongoing use of CH for the **Community shop** and also the implications for redevelopment of 'Levines Shop' in the village. Matt will contact Jenny re. long term plans (shop to relocate in CH from bar area to 'cupboard' and separate access point etc).

4. AOB

1. **Preschool** – due to COVID and the requirement to use a weekly Fogging machine to sterilise the hall (£25/session) it was agreed to reduce the Preschool costs by £50/month so as to compensate however if the COVID grant was forthcoming then CH would absorb the 'Fogging' costs.

Next meeting 23rd February 2020 with a social meeting the previous week (16th), both starting at 7:30 and using ZOOM.