

Minutes of meeting of Village Hall Committee on 15/10/15 at 7.30 pm in the Village Hall

Present were: - Geraldine Sweetland, Dave Hinds,(Parish Councillors), Steve Bradbury (Parish Clerk), John Foakes, Entertainment Group), Dave Goldsmith, (Short Mat Bowls), Adele O'Hanlon (Pre-School) (Voting members), (Youth Club) Yvonne Hands (W.I), Judith Goodger (School), Alex Ramsden (Pre-School),Richard Wotner (Cleaner/Caretaker) .

1. **Apologies for absence** were received from Nicki Birchall (Zumba), Tony Rice (Youth Club), Russell Forgham (Parish Council), Sheila Forgham (Historical Society) Margaret Wilson (Short Mat Bowls).
2. No declarations of interest were received.

Minutes of the last meeting and matters arising from said minutes.

Richard Wotner was introduced to the committee and welcomed.

The minutes of the meeting 18/6/15 were agreed as a true record. Proposed by Steve Bradbury, Seconded by Dave Hinds.

The fridge has been repaired. A new cooker and microwave have been kindly donated by 'John Lewis' and they will be fitted the following Friday. Noted that Pre-School will be running on this day but this should not interfere with their activities.

Hall work review - All work has now been carried out. Three broken valves have been identified on radiators and these will be repaired in the half term break.

Hall Decoration - This will go ahead the week beginning 26th October (See item 4.3)

There has been no follow up from the Pilates lady.

Health and Safety Requirements - Geraldine and Alex will monitor things and will revisit this.

The broken lock on the gents toilet has been removed and will

ACTION

GS/AR

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be replaced asap.

To consider Resolutions.

Cleaning Schedule Review

We need to prioritise activities. The schedule only allows for a main clean of 4 hours on a Wednesday afternoon. Cleaning on a Sunday should only be necessary if there is a weekend event. Noted that the hall needs to be clean ready for Monday mornings therefore a thorough clean needs to take place on a Friday. Richard has stated that he will pop in during the week and do whatever is necessary.

Health and Safety.

Alex Ramsden and Geraldine will review after half term. The electrics have been checked and certified safe. Prior to PAT testing all equipment needs to be rationalised due to the cost. Dave has agreed to carry this out.

The fire check has been carried out on Aug 14th and the boiler has also been checked. Steve will arrange the Pat Testing.

AR/GS

DH

SB

Hall Decorating

All groups are asked to please remove their noticeboards etc before the 24th October. Also the curtains, blinds and acoustic panels need to be removed. Adele volunteered for the Pre-School to remove the notice boards on the Thursday afternoon. Craft Club are in that afternoon but Yvonne offered to liase with them.

Entertainments Group

The entertainments group has run almost as a Sub-Committee of the Hall Committee although nothing has ever been formalised. It has run many fund raising, and celebratory, events over the years. John and Ann Foakes are moving away from the village and John has some concerns as to the various assets and what to do with them. This includes a bank account which has money for the bell tower. It was agreed that this money should join with the Street Party Account and the names on this account be increased.

The Bell Tower project has been completed although sadly it

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was not possible to have the bell able to ring due to the fragile nature of it. It has been cleaned and painted though. The stone work has been pinned, re-mortared and is now vertical again. The job has been signed off and the account paid. John will write to the relevant people with our thanks.

JF

Financial Matters

The income/expenditure record was reviewed and it was noted that we are still on target for the year. Any further building work will need to be agreed by the Parish Council since we have reached our agreed limit with this. Noted that the Direct Debit for gas has significantly increased, Steve stated that he would query this with the supplier.

SB

Hall Budget for 2016/17

NO progress made on this as to yet but Dave and Steve assured the committee that this will be ready for the Parish Council meeting.

DH/SB/TR

Any Other Business.

Pre-School, Adele, stated that their playhouse has arrived and is on site but sadly there was an attempted break in of it just 2 days after its arrival. Extra precautions have been taken. Noted that the canopy is not happening at the present time.

Hall Christmas Decorations will go up on Sunday 29th November from 10.00 am. (Volunteers to help please). The street lights will be put up on the 28th.

Noted that there is a set of table lamps owned by the Entertainments group which will need to be included in the PAT testing.

The next meeting will be held on **Monday 14th December**

There being no further business the meeting closed at 8.40pm.

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2015 -16

All figures Net of VAT	Q1	Q2	Q3	Q4	Totals	2014/15 Budget	Variance
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Receipts - Village Hall	Actual	Actual	Actual	Actual			
Regular user hire	2134.00	2222.00	2363.00	2803.00	9522.00		
Casual user hire	125.00	320.00	122.00	418.00	985.00		
Total Receipts	2259.00	2542.00	2485.00	3221.00	10507.00	10000.00	-507.00

Payments - Village Hall

Utilities:							
Gas	360.00	481.00	480.00	336.00	1657.00		
Water/Sewage	98.00	100.00	78.00	102.00	378.00		
Electricity	198.00	162.00	197.00	201.00	758.00		
Total utility costs	656.00	743.00	755.00	639.00	2793.00	3650.00	857.00
Rates	0.00	0.00	0.00	0.00	0.00		
Cleaning	612.00	536.00	576.00	576.00	2300.00	2496.00	196.00
Consumables	0.00	151.00	45.00	130.00	326.00	400.00	74.00
Facilities Maintenance	0.00	234.00	85.00	0.00	319.00	600.00	281.00
Equipment Purchase	0.00	0.00	340.00	75.00	415.00	1220.00	805.00
Sundries (licenses etc)	0.00	336.00	205.00	98.00	639.00	720.00	81.00
Total Payments	1924.00	2743.00	2556.00	2059.00	6792.00	9086.00	2294.00