

Minutes of Meeting held on Monday 24th April 2017

Present

Committee: Karl Jenkins, Chair (KJ)
Amy Hayward-Paine, Secretary (AHP)
Carolyn Frostwick, Treasurer (CF)
Bill Barrie, Bookings (BB)
Rebekah Budenberg (RB)

Group Reps: Lyn Easton, Parish Council (LE)
Members of the public: David Tuffs

1	Apologies for Absence None	Action
2	Approval of Minutes of last meeting Approved by KJ and seconded by BB.	
3	<p>Matters Arising from last meeting</p> <p><u>Christmas Tree</u> This is due to be replaced; KJ to confirm if there are any costs to be incurred.</p> <p><u>Replacement of chairs</u> BB to look into this after the committee agreed that durability is the key focus and should be stackable. There is a preference to have non-fabric chairs to help keep them clean. They also need to be stored on a trolley. The cost would be around £5k and we would need to confirm that these could be stored and looked after during the building's refurbishment. We need to have quotes to look at the options. There is an auction site that needs to be evaluated as this may provide an option.</p> <p><u>Hall decoration</u> Some small patching is required for the ceiling in the main hall. DT to provide suggestions about the best course of action to make these improvements, including getting a quote for lime plastering the smaller room. The committee agreed to buy paint to match the colour in the main hall to patch the areas that have flaked off. A sample pot will help in confirming the colour. When this has been agreed we will ask for volunteers from the village to help paint (note: we will not be able to go any higher than the distance made by a long roller).</p> <p><u>Doctors Surgery</u> CF to invoice the Surgery for the agreed rent increase.</p> <p><u>Alcohol Licence</u> BB confirmed that the VH website states that temporary licences can be applied for if required for by hirers. We have investigated a licence for committee events only. There is not currently a need for this.</p>	<p style="text-align: center;">KJ</p> <p style="text-align: center;">BB</p> <p style="text-align: center;">DT</p> <p style="text-align: center;">CF</p> <p style="text-align: center;">BB</p>

	KF's feedback was that donations in the main are effective.	
4	<p>Treasurer's Report</p> <p>The current financial year began on 1 April and so far, £100 income has been received and utilities totalling £32.17 have been paid.</p> <p>CF has created a blank expense form. AHP will upload this to Google Docs and share the link with the committee.</p>	AHP
5	<p>Key holders</p> <p>The key holder form needs to be uploaded to Google Docs.</p> <p>Numbers: 1 – KJ 2 – CF 3 – AHP 4 – BB 5 – LE 6 – RB 7 – DT 8 – Pre-School 9 – Val Tyler 10 – WI 11 –Tiddlywinks 12 – Alex Doe 13 – Scouts 14 – Spare 15 – Key box (new code also done)</p> <p>Jane Fletcher to be emailed re using key box key; DT to get signed form from Val Tyler. RB to give key and form to Scouts (Catherine Hedgecott). AHP to email Ann Coon re the new key and form – the Chair will be given this by CF.</p>	AHP
6	<p>Maintenance</p> <p>The rotten floorboard underneath the door in the main Hall needs replacing. DT to get a quote. KJ kindly donated the new turf that has been laid.</p>	DT
7	<p>Fundraising</p> <p>CF has completed all forms for the inland revenue.</p> <p><u>Open Gardens</u> The Polito's will support the Open Garden's event along with Mrs Wheeler-Bennett. Caroline Jack to be asked if she will provide ice creams.</p> <p>AHP to get a quote from Emerson and West for scones (100). Committee would buy cream and jam to reduce costs. Publicity also needs to be organised.</p> <p><u>100 Club</u> It was agreed that the committee is not able to manage and run this so ideally would need to be headed up by another volunteer.</p> <p><u>Wine Safari</u> KJ to speak to Caroline re summer event.</p>	<p>AHP</p> <p>KJ</p>

	<p><u>Meet the Neighbours</u> It was agreed that this should take place in the Winter</p>	
9	<p>Defibrillator The committee needs confirmation from AD that the checks are being made.</p> <p>Computer Monday's This will commence on Monday 22nd May, starting with Digital Photography and run by DT. This will be followed by sessions covering Online Safety, eBay selling and Social Media.</p> <p><u>Parking on lawn</u> AHP raised concerns about the number of cars being parked on the grass. At a minimum a sign should be placed on the gate. BB will also speak to the WI about the recent event where a number of cars were parked.</p> <p><u>Scouts</u> It has been requested that the V shaped broom is needed from the cleaner's cupboard. They have also asked for Adult volunteers for the duck event; however the committee on this occasion cannot support. DT will organise an email and AHP will also tweet to request support. Storage issues have been raised; one shed has been allocated – however we need to have a better understanding about what the space requirements are.</p> <p><u>WI glasses</u> RB suggested that the odd crockery cupboard could be emptied and the glasses stored there; this was agreed by the committee with the un-used crockery being donated to the Church fete.</p> <p><u>Neighbour Hood Plan Questionnaire – VH results</u> These will be announced at the session on 13th May.</p> <p><u>Draft constitution</u> Committee to comment asap – this is our modus operandi and we all need to give CF our feedback.</p>	<p>AD</p> <p>DT</p> <p>BB</p> <p>RB</p> <p>DT/AHP</p> <p>GC</p> <p>All</p>
	<p>There being no further business the Meeting closed at 8:55pm</p> <p>The date of the next meeting is 15th May 2017</p>	