

Minutes of a meeting of the Briantspuddle Village Hall Committee held on 2 August 2017 at 7.30 pm in the Diamond Jubilee Room, Briantspuddle Village Hall.

Present: Members of the Hall Committee: Jenny Lightfoot (Chair), Allan Smith (Treasurer), Mike Menzies, Roger Smith, Angie Talbot, Tamsyn Tankard-Evans. Also present: Sue Harris-Searle (volunteer Bookings Secretary), Lesley Wilcox (volunteer Minutes Secretary)

1. Apologies for absence

Apologies were received from Ann Colquhoun and Steve Webber.

2. Approval of the minutes of the meeting of 5 July 2017.

The minutes were approved by the meeting and signed by Jenny. However, Jenny had a letter to the VHC dated 16 June 2017 from the Parish Council which had not been discussed at the last meeting. This advised that the PC had received advice from the NALC (National Association for Local Councils) that the Parish Council could not hold monies raised for the benefit of the village hall. See also item 5.

3. Conflicts of Interest

No indications of conflicts of interest were raised. See also item 5.

4. Planned Events / Bookings

Sue reported that all outstanding booking forms had been received. Repeat bookings would continue for the regular events, ie Briantspuddle Community Group, Briantspuddle Singers, Yoga, Pilates, Keep Fit and Short Mat Bowls although there was a break for some events during the summer. Yoga classes would probably continue until at least the end of August, dependant on the availability of the Tolpuddle Hall. The Village Lunch in August had been cancelled.

The enquiry for the use of the kitchen on 28 July had not been confirmed.

Confirmed bookings:

22 October – Purbeck Film Festival. Maggie Hoyle is leading on the arrangements. The ticket price will be £6 with refreshments provided by the community available at an extra charge.

24 October – Richard Smith - tickets are now on sale and demand is high.

30 October – ‘The Occasional Singers’

11 November – ‘Mata Hari’ – an Artsreach production

26 November – Christmas Fair

2 December – a Christmas Wreath-Making workshop, details to be confirmed.

22 December – Christmas Lights, Phil Scrace is leading on the arrangements.

Confirmed events are on the Briantspuddle Community website. Tamsyn agreed to put future VH items on the website.

Maggie Hoyle and others had met with a representative from Village Hall Cinema Experience to discuss whether the Hall might be suitable for future screenings. The meeting agreed that there were a number of issues to be addressed before making any commitment but that the first step would be for a demonstration. Sue will agree a date, hopefully either 7 or 14 September.

Action: Sue

Sue Harris-Searle then left the meeting.

5. Matters Arising

i. Jenny had received an e-mail from a resident concerned at the potential conflict of interest for the Committee members who were also members of the Bladen Social Club. As background, Allan described the cost-sharing arrangement between the VH and the BSC for the use of shared facilities such as the toilets and the fire alarm. The meeting's view was that there was negligible potential financial advantage for any of the individuals concerned and agreed a reply for Jenny to send to the correspondent.

ii. Village Cook Book. It had been agreed at the previous meeting that the Chair would write to the Parish Council about funds raised from the sale of the book. However, she reported that before she had done so, she was approached by the editor, Leonora Shepherd, and agreed to a meeting. She subsequently received a letter dated 17 July from Leonora seeking changes to Jenny's statement published in the July edition of the Parish magazine concerning the book. Jenny had drafted a reply which the meeting agreed but this will be held pending the outcome of the S137 application for funds to replace kitchen equipment (see item 9).

6. Treasurer's Report

Copies of a financial statement for the end of July had been circulated to committee members. Income for June had been boosted by the hire of the room for the June elections and Gift Aid receipts for 2016/7. The electricity bill had been higher than forecast but, following a meter reading, the supplier had reduced the direct debit payment. Allan was still forecasting an £8,000 margin at the end of the year but this took no account of the planned kitchen refurbishment and assumed no S137 grant (see item 12) was received from the Parish

Council. The invoice for the Ground rent had still not been received although the stated arrangement was that it should be paid quarterly.

7. Cleaning of the Hall

This was planned for the afternoon of 12 August. The details were discussed. Allan reported that he now had a set of operating instructions for the Fire Alarm system.

8. Funds raised from the sale of the Village Hall Cook Book.

See item 5ii.

9. Proposal to renew the cooker and improve the kitchen sink arrangements

As agreed at the last meeting Allan had submitted a S137 application to the Parish Council for £2,000 towards the cost of the works. The Parish Council had raised various questions, eg the benefit to the community, programme, cost of the total project and whether alternative grant funding had been sought and asked for a VHC representative to attend the next PC meeting. Allan had prepared a detailed explanation as to why this application was being made, answering the questions raised by the PC. Mike Menzies agreed to speak to the PC.

Action: Mike

10. Correspondence

No other correspondence had been received.

11. 100+ Club winner

The winning ticket for July was 67. Jenny thanked Angie and all her helpers for their work in selling tickets for the coming year, 2016/7.

12. Any Other Business

The meeting agreed to make no charge for the use of the Jubilee room and kitchen for a 100th birthday party.

Allan submitted an expense claim which was approved.

13. Next meeting

The next meeting will take place on Wednesday 6 September 2017.

The meeting closed at 9.20 pm.

Village Hall Accounts Monthly Summary

	End July 2017	
	Forecast Income	Actual Income
Hall Hire	300.00	1020.00
Events and Fund Raising	400.00	0.00
100 Club	1000.00	1360.00
Misc	0.00	0.00
Grants	0.00	0.00
Donations / misc	0.00	300.00
Income for Month	1700.00	2680.00
Year to Date	8920.00	15978.36

Bank Balance (29th July)	No 1 Account	£20,434.54
	No 2 Account	£6,376.96
		£26,811.50

	Forecast Expenses	Actual Expenses
Event Expenses	150.00	0.00
Telephone	16.00	15.39
Fuel Oil	0.00	0.00
Electricity	65.00	89.00
Water	0.00	0.00
Insurance	0.00	0.00
Ground Rent	0.00	0.00
Admin/License	0.00	0.00
Cleaner	170.00	156.00
Cleaning Materials	25.00	0.00
R & R	50.00	45.31
Capital/Equipment Purchase	0.00	0.00
100 Club	30.00	30.00
Expenses for Month	506.00	335.70
Year to Date	7912.00	8511.07