

Minutes of a meeting of the Briantspuddle Village Hall Committee held on 4 April 2018 at 7.30 pm in the Diamond Jubilee Room, Briantspuddle Village Hall.

Present: Members of the Committee: Jenny Lightfoot (Chair), Allan Smith (Treasurer), Anne Colquhoun, Mike Menzies, Angie Talbot, Tamsyn Tankard-Evans, Steve Webber. Also present: Stuart Chorley (see item 5), Lesley Wilcox (Minutes Secretary)

1. Apologies for absence

Apologies were received from Angela Tozer.

2. Conflicts of Interest

No indications of conflicts of interest were raised.

3. Approval of the minutes of the meeting of 7 March 2108

The minutes were approved and signed.

4. Matters Arising (not otherwise on the agenda)

- i. Allan had received advice from Peter Talbot regarding the technical aspects of holding regular film events in the Hall. He will distribute this for comment.
- ii. Mike reported that the work to the neighbouring tree was about to start. Access from the car park would be required.
- iii. Jenny reported that she had not yet managed to look into finding a band to play at Burns Night 2019.

5. Proposal to co-opt members

Stuart Chorley left the room while this was discussed. Jenny explained that Stuart had recently moved to the village and wanted to become more involved in local matters. He owned a local business and had offered to help with practical matters. The Committee agreed to co-opt him and invited Stuart to re-join the meeting.

6. Planned Events / Bookings

Allan advised that:

- i. all regular bookings were continuing;

- ii. 5 April – Skittles match;
- iii. 7 & 8 April – the re-scheduled Parish Litter Pick organised by the Parish Council. The regular Saturday Coffee Shop would not be held on 7 April as a similar event would be hosted by the Social Club;
- iv. 9 April – a private booking;
- v. 5 May – Dawn Chorus walk;
- vi. 9 May – Annual Parish Meeting (organised by the Parish Council);
- vii. 27 May – Dorchester Rotary Club marathon would be coming through the village. The Club had booked the use of the toilets and also the car park for a shelter and drinks station;
- viii. 2 June – The Occasional Singers;
- ix. 16 June – the Briantspuddle Singers;
- x. 21 July – a private booking;
- xi. 4 August – Village Horticultural Show;
- xii. 19 October Purbeck Film Festival for an evening film;
- xiii. 17 November – Tea Dance to celebrate Armistice Day.

7. Treasurer's Report

Allan reported that:

- i. Last year's accounts had been discussed with the auditor. More work was required but he hoped that the accounts would be finalised by the end of the week.
- ii. The accounts for March 2018 had been circulated. They showed a slight improvement on the forecast due, in large part, to the yoga classes which had taken place whilst the class' usual venue in Tolpuddle had not been available. A grant of £200 had also been received from the Dorchester Rotary Club for the improvement of the kitchen sink area.
- iii. The insurance was discussed. The Committee were required to insure the building to the value advised by the Parish Council for full replacement using 'historic materials'. There followed a short discussion on the advisability of having a new valuation, no conclusion was

reached on this issue and it will be revisited at some later date. The actual premium had been lower than forecast with a slight reduction if there was a commitment to a 3-year term. This was discussed; the conclusion was to remain with the one-year term but if possible, to obtain alternative quotes for the following year or years.

8. Kitchen sink replacement

Allan reported that the Rotary Marathon Small Grants Scheme had granted £200 towards the new sink. The Parish Council had granted £750 in last years' round of \$137 grants; Mike reported that the Parish Council had advised that this could be increased later in the year. A contribution had also been offered by the Community Group. Unfortunately the first sink selected was no longer available but Allan had identified another one and was awaiting contact from the supplier's local agent. He said that, ideally, a larger sink was preferred but that this would have necessitated extensive alterations to the existing cabinets.

9. Fire Alarm System

Allan reported that two quotes had been received for both the test of the hard wiring electric system in the buildings, and for the replacement of the current battery Fire Alarm detector points in the Hall with an electronic system. The quotes were discussed and it was agreed to accept the cheaper of the two. It was confirmed that it was not possible to re-claim VAT payable for the work.

10. Thatch repairs

Viridor's decision to provide a grant towards the cost of re-thatching the ridge had been received. A further contribution would be received from the sale of the village cookbook. Allan had agreed with the thatcher that he would have everything in place in order to meet the timetable required by Viridor. The work could not start on some parts of the ridge until the end of July so as to avoid disturbing the nesting swifts.

11. Hall brochure

Tamsyn advised that new photos of the hall had been taken and that she now had access to the specific software required to update the brochure. She will circulate the draft for comment.

12. Valuation of paintings

Mike clarified that the fee paid by the Parish Council for the valuation of the paintings had been £150. It was not known whether the Council had yet received the valuation.

13 Correspondence

- i. Allan had received a (standard) letter from the Speaker of the House of Commons encouraging local organisations to consider organising an event to promote understanding of the democratic process. He circulated this to committee members.
- ii. Jenny had now received a reply to her letter from a hall hirer re the proposal to apply the standard hire rate (see item 6i of the minutes of the previous meeting). It was agreed that, in the interests of fair treatment to all hirers, the Committee's previous decision should stand and Jenny would reply accordingly.

14. 100+ Club winners

Winning ticket for March was 42.

15. Any Other Business

- i. Angie repeated her request that she be relieved of managing the Club for the following year. A volunteer will be sought.
- ii. Angie has provided some text regarding the history of the hall to put on the Facebook page and the website and will circulate this for comment.
- iii. Mike may organise an evening talk to be given by a Fairtrade representative. Angie offered her advice regarding the necessary organisation of such an event. Allan confirmed that a one-off talk would be covered by the existing insurance
- iv. Allan presented his expenses which were approved.

17. Next meeting

The next meeting will take place on Wednesday 2 May 2018.

The meeting closed at 9.05pm.

Village Hall Accounts Monthly Summary

	March 2018	
	Forecast Income	Actual Income
Hall Hire	750.00	833.00
Events and Fund Raising	150.00	326.90
100 Club	0.00	0.00
Misc	0.00	0.00
Grants & Donations	50.00	200.00
Income for Month	950.00	1359.90
Year to Date	4280.00	4592.79

Bank Balance

No 1 Account	£17,606.00
No 2 Account	£14,382.00

	Forecast Expenses	Actual Expenses
Event Expenses	50.00	86.37
Telephone	16.00	17.19
Fuel Oil	0.00	0.00
Electricity	80.00	79.00
Water	0.00	0.00
Insurance	3200.00	0.00
Ground Rent	0.00	0.00
Admin/License	10.00	0.00
Cleaner	170.00	160.00
Cleaning Materials	0.00	0.00
R & R	50.00	0.00
Capital/Equipment Purchase	0.00	0.00
100 Club	30.00	30.00
Expenses for Month	3606.00	372.56
Year to Date	5238.00	1196.36