

Minutes of a meeting of the Briantspuddle Village Hall Committee held on 16th May 2018 at 7.30 pm Briantspuddle Village Hall following the AGM

Present: Jenny Lightfoot (Chair), Allan Smith (Treasurer), Anne Colquhoun, Mike Menzies, Angie Talbot, Tamsyn Tankard-Evans, Stuart Chorley, Roger Smith, Angie Tozer, Apologies: Leslie Wilcox (Minute Secretary)

1. Election of Chairman/Vicechairman: Jenny Lightfoot was proposed by Allan Smith, seconded by Anne Colquhoun, to be elected as Chairman. All were in favour and she was duly elected. Stuart Chorley was proposed by Jenny Lightfoot, seconded by Angie Tozer, to stand as vice chairman. All were in favour.

2. Election of Secretary: The existing arrangement of Leslie Wilcox as Minute Secretary, and Alan Smith and Jenny Lightfoot sharing the responsibility of correspondence secretary, was working well. Jenny Lightfoot proposed, seconded by Anne Colquhoun, that this arrangement continue. All were in favour. Jenny Lightfoot proposed, Mike Menzies seconded, that Angela Tozer be appointed Booking Secretary. All were in favour.

3. Election of Treasurer: Jenny Lightfoot proposed, Mike Menzies seconded, that Alan Smith be elected as treasurer – all were in favour.

4. Approval of the minutes of the meeting of 4th April 2108 (the committee meeting of 2nd May was cancelled due to ill-health). Allan Smith read out the minutes. Tamsyn Tankard-Evans proposed, Roger Smith seconded, that they be approved and signed. All were in favour.

4. Matters Arising (not otherwise on the agenda)

i. Tree work – one tree by the village hall has been trimmed, but another needs attention. Peter Talbot has offered to do the work.

ii. The new sink in the kitchen – this had been delayed, but has now been delivered and Alan Smith and Stuart Chorley will organise the installation. Angie Talbot queried the possibility of new taps with a filter. The filter has been organised, but new taps are not possible.

iii. Fire alarm system: This should be done by July

iv. Brochure – Tamsyn reported that she is still waiting for the photos, she has requested the files from Roger, or will ask Campbell to chase them.

v. Mike Menzies reported that the insurance of the painting in the village hall that has recently been valued is covered by the Parish Council, as per minutes of the Parish council

meeting.

vi. Jenny Lightfoot has replied to one of the hirers of the hall who requested special rates, and he will no longer be using the hall. Lottie (a child) who regularly comes to the coffee shop, would like to play the piano in the hall for a short time some weeks. The Community Group would like to pay the £4 hire charge for 15 minutes to cover this. Roger Smith proposed, Angie Talbot seconded, that this be agreed. There was one abstention, the rest of the committee agreed.

vii. Angie Talbot would like to stop organising the 100 club. Mike Menzies offered to take over the co-ordination of this, and proposed that each committee member sells at least 10 tickets each. It was proposed by Allan Smith, seconded by Anne Colquhoun, that this be implemented, and all were in favour.

5. Any Other Business

i. Tamsyn Tankard-Evans requested that replies to the GDPR consent be forwarded as soon as possible. She confirmed that the new website is up and running.

ii. Alan Smith will reply to a letter he has received about a clock.

iii. The April winner of the 100 club was number 69 – the May draw was taking place on 19th May.

iv. Mike reported that there are no Parish Council minutes available yet, but he will send two lots after the next meeting.

v. Alan mentioned the Flamenco evening on 16th June – Roger and Tamsyn offered to help with the bar. Help will also be needed with the bar at the wedding on 29th September (Roger and Alan are both away). A trustee will be required to take responsibility.

17. Next meeting

The next meeting will take place on Wednesday 6th June 2018.

The meeting closed at 9.30pm.

Village Hall Accounts Monthly Summary

	April 2018	
	Forecast Income	Actual Income
Hall Hire	750.00	861.00
Events and Fund Raising	350.00	377.50
100 Club	0.00	0.00
Misc	0.00	0.00
Grants & Donations	50.00	0.00
Income for Month	1150.00	1238.50
Year to Date	5380.00	5847.70

Bank Balance

No 1 Account	£14,496.68
No 2 Account	£14,382.00

	Forecast Expenses	Actual Expenses
Event Expenses	50.00	81.59
Telephone	16.00	17.19
Fuel Oil	600.00	559.13
Electricity	80.00	79.00
Water	0.00	0.00
Insurance	0.00	2810.39
Ground Rent	0.00	0.00
Admin/License	100.00	0.00
Cleaner	170.00	200.00
Cleaning Materials	40.00	28.52
R & R	50.00	105.10
Capital/Equipment Purchase	0.00	0.00
100 Club	30.00	30.00
Expenses for Month	1136.00	3910.92
Year to Date	6374.00	5048.34