

Minutes of a meeting of the Briantspuddle Village Hall Committee held on 6th December 2018 at 7.30 pm in the Diamond Jubilee Room, Briantspuddle Village Hall.

Present: Members of the Committee: Stuart Chorley (acting Chair), Fiona Hogger, Mike Menzies, Roger Smith, Angie Talbot, Angela Tozer, Anne Colquhoun, Allan Smith and Tamsyn Tankard-Evans

All agreed that their names could be published on the Briantspuddle website.

1. Apologies for absence: Jenny Lightfoot (Chair) - in her absence the meeting was chaired by Stuart Chorley (Vice Chair). Leslie Wilcox (Minutes Secretary), in her absence it was agreed that Anne Colquhoun would take the minutes.

2. Notice of Conflicts of Interest

None required.

3. Approval of the minutes of the meeting of 7th November 2018

The minutes were approved and signed.

4. Matters Arising (not otherwise on the agenda)

None.

5. 1982, 1983 and 1986 Agreements - it was agreed this would be discussed after item 12 on the agenda

6. Planned Events / Bookings

The list of bookings was distributed. Angela highlighted the difficulties that arose if the booking form was not completed. It was agreed that bookings would not be confirmed if the correct form was not used. Mike Menzies has 5 dates booked in the lecture series: 16th January (the Bankes archives), 20th February (subject to be confirmed), 20th March (Fair Trade), 17th April (Genealogy), 15th May (subject to be confirmed). He is awaiting confirmation from speakers that he has approached.

7. Treasurer's Report

Allan had already distributed the end of November accounts. Any queries could be e-mailed to him. He pointed out that the £2055 had been for the new floor. The Christmas Fair profit was down on last year's figures, and there were fewer people. Discussion followed on the

merits of keeping a phone line (£17 per month) when it is not used. There has been no internet for two months, and no complaints have arisen. It was agreed to discuss this again in the future.

8. Hall brochure

Photos have been taken for the brochure, and will be completed in the New Year. Angie Talbot will go through the text.

9. Hall Car Park

In the absence of Jenny Lightfoot, who has information about this, it was decided to discuss this at the next meeting.

10. Maintenance

Stuart will complete the painting once the Christmas decorations are down. It was suggested that a book (or white board in the kitchen) be kept to jot down jobs as they arise. It was reported that the boiler no longer smells (it was a leak that has been sorted). It was felt that "maintenance" could be on the agenda quarterly, not monthly.

11. Correspondence

Allan has applied for the Temporary Events Licence for New Year's Eve (11.30pm – 1am) at a cost of £27.

12. 100+ Club winner

The draw was made at the meeting, ticket No 77. It was proposed that December's ticket be drawn at the Lights Festival on 21st December, and all were in agreement. It was confirmed that the December draw would consist of 3 cash prizes, and 7 physical prizes which were already to hand.

Item 5. 1982, 1983 and 1986 Agreements

The sub committee met on 8th November 2018, chaired by Allan Smith, to discuss these agreements with a view to producing one simplified, amended version. A draft new agreement between the Village Hall Committee and the Social Club had been circulated prior to today's meeting. It was generally well received. Committee members who are also members of the Social Club left the room while the remaining (4 members) discussed it. It was agreed unanimously that it should be offered as a draft document to the Social Club for their comments, then returned to the BVH committee either for further discussion, or

acceptance. It was important that Jenny Lightfoot should be present at the final discussion.

13. Any Other Business

a) Allan reported that the Loop System is faulty, due to a defective amplifier. It was proposed that Stuart talks to Peter Talbot about it, in discussion with Mike Menzies

b) It was agreed to pay Allan's expenses of £49.00, as itemised by him

c) It was agreed that Tamsyn should put all open events on the website

d) Help is needed with the lunches in Jenny's absence and was offered by committee members. Stuart needs help with the Christmas Lights event; any tickets sold should be recorded accurately as numbers attending need to be known, and one (family) ticket could include four people. It was hoped approximately 100 people might attend (70 came last year).

e) The new flooring in the hall has proved to be unsuitable for skittling. This will be taken up with the supplier/installer. Disruption is inevitable if they have to replace it. It was felt the best time would be August when bookings were quiet.

15. Next meeting

The next meeting will take place on Thursday 3rd January (different date due to the New Year). The time will be confirmed.

The meeting closed at 9.35pm

Anne Colquhoun

Acting Minutes Secretary

Village Hall Monthly Accounts Summary

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	November 2018	
	Forecast Income	Actual Income
Hall Hire	800.00	803.00
Events and Fund Raising	1000.00	822.00
100 Club	0.00	0.00
Misc	0.00	0.00
Grants & Donations	0.00	0.00
Income for Month	1800.00	1625.00
Year to Date	15180.00	18192.00

Bank Balance

No 1 Account	£14,984.37
No 2 Account	£14,403.70

	Forecast Expenses	Actual Expenses
Event Expenses	50.00	138.01
Telephone	16.00	17.19
Fuel Oil	0.00	0.00
Electricity	80.00	101.00
Water	0.00	0.00
Insurance	0.00	0.00
Ground Rent	0.00	80.00
Admin/License	0.00	70.00
Cleaner	170.00	140.00
Cleaning Materials	40.00	0.00
R & R	50.00	2055.00
Capital/Equipment Purchase	0.00	0.00
100 Club	30.00	30.00
Expenses for Month	436.00	2631.20
Year to Date	10366.00	17225.28