

Minutes of a meeting of the Briantspuddle Village Hall Committee held on 6 February 2019 at 7.30 pm in the Diamond Jubilee Room, Briantspuddle Village Hall.

Present: Members of the Committee: Jenny Lightfoot, Stuart Chorley, Allan Smith, Anne Colquhoun, Fiona Hogger, Mike Menzies, Roger Smith, Angie Talbot, Tamsyn Tankard-Evans and Angela Tozer. Also present, Lesley Wilcox (Minutes Secretary). All agreed that their names could be published on the Briantspuddle website.

1. Apologies for absence

None required.

2. Notice of Conflicts of Interest

It was noted that Jenny, Stuart, Allan, Roger, Angie and Tamsyn are all members of the BSC (see item 9).

3. Approval of the minutes of the meeting of 3 January 2019.

The minutes were approved subject to two minor amendments. They will be revised and then signed.

4. Matters Arising (not otherwise on the agenda)

Stuart had placed the maintenance log in the Jubilee room.

5. Planned Events / Bookings

A list of all confirmed bookings had been circulated prior to the meeting. Angela reported that all regular bookings had been confirmed (see below) and booking forms submitted.

13 February – Jubilee room booked by the Parish Council. The hall had also been booked for a separate event and the arrangements for locking-up were agreed.

16 February – all-day booking by the Occasional Singers who would require the kitchen from 12.30pm.

2 May – Jubilee room was booked for a Polling station; the yoga class could still take place in the hall.

10 August – all-day booking for the hall and kitchen confirmed by the William Barnes Society.

Allan reported that the Pilates class teacher had decided to move her class elsewhere. A number of residents were disappointed by this and an alternative teacher would be sought.

Jenny reported that, so far, 12 owners had offered to open their gardens for the Open Gardens event on 2 June. It was hoped that more owners would also offer to participate.

Details of any other future events should be sent to both Angie and Tamsyn who will arrange for publicity by e-mail and on the website.

6. Treasurer's Report

Allan had already distributed the end of January accounts which showed income and expenditure largely as forecast. He was forecasting an end-of-year margin for 2019 of approx. £3,000. £6,000 would be transferred from the No 1 to the No 2 account. Allan had investigated moving the funds to another account paying higher interest but, without being tied to a fixed term investment, there was little to be gained financially. In the long-term, a

reserve needed to be built up sufficient to cover the considerable cost of re-thatching the entire building.

7. Hall brochure

Tamsyn reported that, unfortunately, further photos of the hall needed to be taken as the previous ones had been lost. A friend and photographer had offered assistance with this project. Text for the brochure would be produced shortly. She, Allan and Stuart will consider whether a bespoke website would be beneficial.

8. Loop system

The system is still producing feedback with the lapel microphone; Mike and Stuart would look into this.

9. 1982, 1983 and 1986 Agreements

Stuart reported that the new draft (2019) Agreement had been shown to BSC as a matter of courtesy and a few minor amendments to aid clarity had been made. The new, revised draft had been circulated to the Committee prior to the meeting and all confirmed that they had read it and had no further comments or suggestions to make.

The BSC had advised the VHC that the Parish Council had informed the Club that they (the PC) intended to determine the 1982 Agreement at a date in March 2019, ie 6 months from the notice date which followed the EGM held in August 2018. The PC had not so advised the VHC.

The Committee members who were also BSC members (see item 2) then left the room in order for the remaining members, ie Angela, Anne, Fiona and Mike, to consider the next steps. They agreed that:

- i. Given that the 1983 Agreement delegates the proper management of the hall to the VHC there was no need or requirement to refer the new draft Agreement to the PC as it only concerned cost-sharing terms with BSC and clarified that BSC should hire the hall on the same terms as any other hirer; and
- ii. That the new Agreement should be put formally to BSC as soon as possible.

The full meeting then re-convened. It was agreed that Jenny and Allan would make arrangements with the BSC for both parties to sign the Agreement.

10. Correspondence

Angie had e-mailed Allan to advise that she would no longer be the Community Group's representative on the VHC. Her place will be taken by Cindy Read. The Committee thanked Angie for all her work and input.

11. 100+ Club winners

The winner for January was no 10.

12. Any Other Business

- i. It was agreed that the wooden trestle tables were starting to splinter badly, were difficult

and quite dangerous to handle and potentially unhygienic and so replacements should be purchased. Allan had identified a suitable replacement which was lighter and easier to keep clean at a total cost of approx. £2,000. There were cheaper alternatives but he did not think that they would provide such good value for money. The Community Group had offered a donation towards the cost. Jenny will look into any other alternatives before a decision to purchase is made.

ii. Angie had arranged for the 'Wareham Men's Shed' to build a display cabinet to hold the Debenham's china and other artefacts. Funds from the Debenham Exhibition had already been ring-fenced and she will put in an expenses claim for the materials and a donation.

iii. Angie had produced and handed over operating instructions for the dishwasher.

iv. The date of the Village Hall AGM was agreed as Wednesday 5 June 2019.

15. Next meeting

The next meeting will take place on Wednesday 6 March 2019 at 7.30pm.

The meeting closed at 9.50pm.

Lesley Wilcox

Minutes Secretary

Village Hall Accounts Monthly Summary

	End January 2019	
	Forecast Income	Actual Income
Hall Hire	950.00	985.00
Events and Fund Raising	150.00	0.00
100 Club	0.00	0.00
Misc	0.00	0.00
Grants	0.00	0.00
Donations	50.00	0.00
Income for Month	1150.00	985.00
Year to Date	1150.00	985.00

Bank Balance	No 1 Account	£15,752.15
	No 2 Account	£14,403.70

	Forecast Expenses	Actual Expenses
Event Expenses	50.00	43.00
Telephone	17.00	17.19
Fuel Oil	0.00	0.00
Electricity	100.00	101.00
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	175.00
Cleaning Materials	0.00	32.04
R & R	50.00	0.00
Capital/Equipment Purchase	0.00	0.00
100 Club	30.00	30.00
Expenses for Month	417.00	398.23
Year to Date	417.00	398.23