

Minutes of a meeting of the Briantspuddle Village Hall Committee held on 4 December 2019 at 7.30 pm in the Diamond Jubilee Room, Briantspuddle Village Hall.

Present: Members of the Committee: Stuart Chorley (Chairman), Allan Smith (Treasurer), Anne Colquhoun, Fiona Hogger, Jenny Lightfoot, Cindy Read, Tamsyn Tankard-Evans and Angela Tozer. Also present, Lesley Wilcox (Minutes Secretary).

1. Apologies for absence

Roger Smith

2. Notice of Conflicts of Interest

None required.

3. GDPR

All agreed that their names could be published on the Briantspuddle Community website in relation to any Committee matters.

4. Approval of the minutes of the meeting of 6 November 2019

The minutes were approved and signed.

5. Matters Arising (not otherwise on the agenda)

None

6. Treasurer's Report.

Allan had already circulated the accounts for the end of November. However, he stressed that he had not yet had the time necessary to catch up following his holiday so the accounts were provisional. Invoices totalling c £700 were due to be issued. Also, Barclays had changed their log-in systems but had not yet issued the necessary instructions so Allan could not check current bank balances.

The figures shown for event summaries were reasonably accurate. In summary, these showed:

- i. Purbeck Film Festival 25.10.19: this had been very successful with a profit of £146.
- ii. Screen Bites event 2.11.19: this had only produced a profit of £35. As reported at the previous meeting, Jenny had had to provide a lot of support to the SB organiser and the Committee agreed to leave open whether or not to accept any future SB bookings.

iii. Artsreach event 23.11.19: Artsreach had been responsible for advertising but had made some errors which had affected ticket sales. Despite this, it had been a successful evening and produced a profit of £142.

iv. Christmas Fayre 1.12.19: this had gone very well and produced a profit of £590. It was agreed that the rota for staffing the kitchen needed to be looked at again if the event was repeated next year.

In addition, Allan had recovered the deposit paid to the NYE party singer who had cancelled. He mentioned that DCC's on-line system for applications for a Temporary Events Licence had been replaced by a hard copy system which was more cumbersome.

In summary, Allan was anticipating an end of year surplus of around £6,500. The aim was that income from hirings should cover routine operational costs whilst profit from events should be allocated to reserves, principally re-thatching.

7. Planned events/bookings

i. Angela reported that the regular bookings for 2020, eg Keep Fit, Pilates and Yoga had already been confirmed. The Briantspuddle Singers' bookings had been confirmed until June 2020.

ii. The practical arrangements for the Polling Station on 12.12.19 were discussed and agreed.

iii. The arrangements for secure key collection and return were discussed and agreed:

a. one key will continue to be held in the Shop;

b. regular users will collect the key from Cindy (or another Committee member if she is not available) and return it to her. Angela will advise hirers;

c. outside hirers will collect a key from Angela (or another Committee member if she is not available) and return it to her.

iv. Christmas Lights event 20.12.19: a VH event. Time 6pm – 8.30pm, tickets £6 for 2 adults, no charge for children, a musician has been booked, light refreshments will be available, Cindy and Tamsyn will run the bar, Stuart will source the prizes and Tamsyn will put the event on Facebook. The December draw for the 100+ Club will also take place.

v. New Years' Eve party – to be a joint event with BSC. Tickets priced £10pp. BSC will pay for hall hire so ticket income will pay for the other costs eg the musicians, food etc.

vi. Burns Night 25.1.20: a VH event. The musicians, including a piper, had been booked and a deposit paid. Anne will look into possible sponsorship. Ticket price £15pp and tickets (80 max) will be available directly after NYE. Anne will organise volunteer waiting staff. Jenny will place an article in the Parish magazine. Stuart will organise posters and be the contact for the event.

8. Correspondence

None received.

9. 100+ Club winner – November

The winning number was 36.

10. Any Other Business

Stuart had purchased and laid a wreath at the village Remembrance Service on behalf of the Committee who agreed to reimburse the cost. It was also suggested that the Committee avoid purchasing another plastic wreath next year, possibly by re-using this year's wreath or by making or buying a different type of wreath but still making a donation to the RBL. However, it was not certain whether, as a charity, the VHC could make a donation to another charity; Allan will look into this.

11. Next meeting

Thursday 2 January 2020 at 7.30pm.

The meeting closed at 9.20pm.

Lesley Wilcox

Minutes Secretary