

Village Hall Management Committee
Minutes of the meeting held on 26th November 2014

Present: Robin Dillaway (RD) Chairman, Sue Norris (SN) Treasurer, Jane Peters (JP) Bookings Secty., Phil Corbett (Ph.C), Tony Gow (TG), Ann Jones (AJ), Daphne Jordan (DJ), Donna Squires (DS), Helen Gairn (HG), David Remy (DaR), Bernard Orme (BOR), Dee Barker (DB)

Attending: Sue Gow (SG) Minutes

Absent: John Levy (JL).

1. **Apologies:** Sue Norris, Jenny Jeffrey, Ann & Wil Harvey, Mike Gasper, Sue Thurston
- 1a. **Welcomed:** Christine Buttle (Pilates and Zumba)
2. **Appointment of Vice Chair** for the ensuing year: Two nominations – DR and Phil C. David decided to withdraw. RD thanked both on behalf of the meeting. Phil C. to be Vice Chair. **Agreed:** by all present.
3. **Minutes of previous meeting** - 24th September 2014. **Proposed: TG. Seconded: Phil.C. Agreed:** as a correct record by all present.
- 3a. **Matters arising** (not already on agenda).
 - i) **Noted:** Ph.C. – the website has not been updated by Blyth Web. It will be shut down on 31/12/14. The Parish Council is considering its own. **Agreed:** a letter to BW. JP and RD to look at options for the future. **Actions: RD and JP/RD**
- 3b. **Matters arising** from the meeting - 24th September 2014
 - i. **Noted:** Progress reports for information:
 - **Bar refurbishment:** RD has started work on the modules.
 - **Boiler Programming Team:** A good team of 4 working well after training. De-ashing on Nov. 30th. **Action: RD and team**
 - **Wenhaston Films** – hiring charges (further clarification) and start date: Charging start date 1st Jan. 2015. No AGM fee required if £25.00 paid.
 - **Textile bank:** **Agreed** to remove. **Action: AJ**
 - **VH notice board replacement:** TG has materials already. **Agreed:** in early 2015. **Action: TG/RD**
 - **Christmas Bazaar bookings:** last day 26th Nov. To date 13 tables booked (14 in 2013) possibly due to some groups finding other ways to fundraise or deciding not to book. Could take another 5 tables. CB & HG: feedback that some find the charge too high, as compared to other places e.g. The Cut and elsewhere which charge less for more time. **Ph.C. proposed** reduced rate of £7.50 per table. **Seconded:** HG. **Agreed:** by all. HG will do a poster. **Action: HG.**
Refer interested people to RD.
 - **Defibrillator:** Parish Clerk is closing down this project. Prepared to give a Defibrillator to W'haston, provided that the village takes responsibility for installation. RD, as village hall rep. to get quote for installation and public liability. **Action: RD**
 - **Notice to groups** (late cancellation information). **Agreed:** reinforce the 28 day notice but be flexible to take account of exceptions (e.g. zumba group). **Action: JP**
 - **Paper towel supplies:** Actioned
 - **Blinds:** TG has started the process for quotes and advice. **Action: TG/RD**
 - **Correspondence:** responses sent to David Smith (railway sign in hands of P.C); Michael Gasper (bike rack removal deferred) and Maggie Cartwright (no response in turn but access will still be required).
4. **Treasurer's Report.** (as emailed by SN and read by SG). **Santander:** £6195.05. **Ips. Bld. Soc.:** £9837.65 **Petty Cash:** £27.82. **Total: £16,062.52p. Noted a)** - Income healthy but includes the £1600 donation for the bar refurbishment. **Noted b)** - Cinema income and expenses breakdown (tabled). Doing well but attendee numbers have come down so will need to encourage take-up. **Noted c)** - Monthly income and expenditure (01/01/2014 – 22/11/2014) tabled. Income over expenditure £460.97p. for month ended 22/11/14. The VHMC commended SN for her hard work and financial management.
5. **Booking Secretary's Report.**

Nov.: all the usual clubs returned and the Church Autumn Fair. Life Line Screening for 4.5 hours paid a full fee £150:00. Parish Council / Play Area Team hired for 3 hours for a coffee morning. St Peters' Church will be using the car park giving a donation to the Village Hall. The Flower Club has folded - a loss of – approx. £600:00 p.a. Interest in booking from Judo/Karate club. **Dec.:** quiet with the exception of the Christmas Fair, the School concerts and an extra Blood Donors' Session.

Noted: One user requested the cleaner come down after a big event booking, instead of only cleaning in one go on a Sunday). **Agreed:** by all present. **Action: AJ/AH**

p2. Cont. Minutes of the VHMC meeting held on 26th November 2014

6. **100 Club. Noted:** No change from Sept. report. £50.00 bonus draw at Christmas Bazaar. As yet no nominees to replace present organisers standing down in Sept. 2015
7. **PO refurbishment update. Noted:** outside completed. New carpet down. Inside back wall shelving to be re-done. Should be complete by the end of Sept.
9. **Correspondence received. Noted:** Approach received regarding W'haston military memorabilia. VC - Peter Wright's Regiment commissioned a painting now at RHQ. Heather P. has an A4 photo of the painting and has offered to pay for a frame if the VHMC would agree to put it up. There is a space for it with the other items. **Agreed:** by all present. **Action: RD**
10. **AOB.**
 - a) CB query: Will the £600.00 HFC fee have to be made up? SN: The films may make up the difference. CB asked about running a table top sale in Easter/Spring and is willing to organize. **Agreed. Action: CB/JP**
 - b) DJ: An extra grey bin? **Agreed** – submit cost to Treasurer. **Action: AJ**
 - c) AJ: Request to store 'Resuscie Annie' and equipment for first responders. **Agreed. Action: AJ**
 - d) Christmas Bazaar arrangements.
Decorations work party - 2pm on 29th Nov. **Action: All**
Presents: SN has bought with £50.00 from PC.
Tea and Coffee - donation from JP. HG and AJ to purchase. **Action: HG/AJ**
Raffle prizes - £65.00 agreed for purchases. **Action: AJ**
Raffle tickets - Cathleen and Maureen to be asked **Action: B.Or**
 - e) **Noted.** Christmas Bingo on 13th Dec. at VH.

Noted. Items for January meeting agenda: Table top sale (date, budget, prices)
Quiz night (dates for the year)

Meeting ended at 20.00 hrs.

Next meeting: Wednesday 28th January 2015

Signed as a correct record

ROBIN DILLON
Chairman

Date

28/01/15