

NORTH HILL VILLAGE HALL
COMMITTEE MEETING MINUTES
Tuesday 13th September 2011

Present:

Jen Bousfield, Mike Willison (Treasurer), Carol Horsington, Mary Budge, Jane Holden, David Shoubridge, Irene Shoubridge (Bk Sec), Martin Hynes (Chair & Funding), Jaine Hynes (Sec & H&S), Sarah Olsson

1. Apologies:

Chris Reeve (Vice Chair), Susan Boggis (H&S)

2. Minutes of the Previous Meeting:

The minutes were agreed and signed.

3. Matters Arising:

The CIEH Food Safety training will take place on Thursday 3 November – anyone interested in booking a place – please contact Jaine Hynes – 01566 782734 or jainehynes@sky.com

The Parish Magazine was over subscribed for the recent edition, therefore the Survey results will be published in the next Parish Mag. **Action: MKH**

It was suggested that the website could be used for items for sale / recipes to be circulated; this was agreed in principle, however after further consideration / discussion it was felt that it was not an appropriate use of the space at this time.

4. Hall Floor:

Thanks were expressed to all for their help over the recent weeks – a tremendous effort has achieved magnificent results!

Sincere thanks to Andy Bloomfield and Roger Kneebone for their help with the project, also to Brian Ruby and David Fenn for the loan of their scaffold towers which has helped enormously and Keith Woods – without Keith's technical knowledge and practical input the work would still be a long way from finished!

Work is still ongoing and will continue in some form for some time so if you can spare some time – please come and join us.

It is expected that there will be a re-opening event on Friday 30th September. 6 – 7.30 pm tea / coffee and cake – please donate a cake or just come along and see what has been done!

Mike Willison with assistance from Phyllis Harrison will obtain some new vinyl flooring for the store and gents toilet area. **Action: MW**

A plaque thanking the Parish Council and in memory of William Bullen, who kindly donated money allowing the floor replacement to be undertaken will be provided and erected. Wording to be agreed by Martin and Sarah. **Action: MKH / SO**

5. Future Events:

22 October – Magic Show @ Coads Green – would like to borrow art tables – Jane to check. **Action: JH**

24 November – Gonzo Moose – Bros Grimm @ North Hill 7pm start. Posters to be distributed when received. (Available for 30th September if possible) Info to be

placed on website and in Parish Magazine. Sarah to provide copy to Richard and Jane as available. **Action: SO**

Accommodation required for performers and assistance with refreshments required – please contact Sarah Olsson.

Sarah will be attending the Carn TO Cove Menu Party shortly and was interested in what the survey results indicated with regards to what people wanted. Unfortunately they were rather inconclusive as there was a wide range of interests. Sarah will try and choose something to appeal to a family audience!

100,000 Angels – Saturday 17th December – now being advertised on Lucinda's website – blissfulmusic.com and reservations now being taken.

CD to be played during the opening event 30th September and advertisements to be prominently displayed. **Action: DS**

Tea / coffee and mince pies to be provided. Volunteers for mince pie making – advise Jaine Hynes.

A ticket raffle to be held. Tickets obtained by Sarah – Martin to provide info from the Big Event raffle. **Action: MKH / SO**

1st prize – cash prize

other prizes:

restaurant voucher(s) / meat voucher / Festive Hamper / Case of wine

Action: SO / JH / MKH / CH / All

6. Horticultural Show Review / Dog Show Review

Both events had again been tremendously successful and thanks were expressed to Chris and Jane in particular but also to all those involved for making them so.

Jaine read a report provided by Chris who was away on holiday. The Show had produced similar profit levels to last year even though overall entries were down.

The 2010 / 2011 comparison of funds from teas and donations appear to warrant further investigation and Martin would clarify this with Chris.

7. Correspondence:

The Panto Group have written to Martin asking for permission to paint the stage, the committee agreed that this could be done – subject to certain restrictions.

The most recent electricity bill was for a negative sum of money – it looks as though our meter reading has paid off and we are all square with Opus.

The Nationwide Foundation is looking for charities who need financial help – we will make every effort to obtain some money for either heating or the kitchen – or both.

www.nationwidefoundation.org.uk

<http://www.surveymonkey.com/s/wewantyourviews> - provide advice and influence health & social care services are looking for input.

8. Health & Safety Report:

As Susan is incapacitated for some time, she and Jaine will work together on H&S.

The fire extinguisher inspection is to be arranged for early October and new risk assessments must be undertaken by each user group when the hall re-opens.

9. Treasurer's Report:

Mike presented a summary of the current financial situation and explained the accounts for the Horticultural Show and Dog Show. It is likely that there will always be a loss on catering at the Horticultural Show due to providing the judges etc with lunch and the President's Tea.

10. Hall Cleaner

An application has been received and if there are no others the new cleaner will be appointed to start work in October.

11. Any Other Business:

David has made enquiries regarding the hall being used as a site for solar panels.

Carol has obtained information from 2 companies who may be able to provide quotes for heating systems and it was agreed that we should get quotes in preparation for grant applications.

Martin explained that he was unable to take on the grant application work, as no-one else on the committee felt able to take it on it was suggested that we advertise for someone to join the committee – specifically for that role. An advert to be placed in the next Parish Magazine. **Action: JEH**

Date of Next Meeting:

Tuesday 11th October 2011 – 19.30hrs.

Jaine will issue the agenda / Chris to Chair the meeting and Carol to do minutes.

ACTION TABLE

DATE	ACTION	RESPONSIBLE	COMPLETED
10.5.11	Drain Cover in Car Park	Martin Hynes	September 11
11.1.11	Review Electricity Charges	Jaine Hynes	November 2011
12.4.11	Liaise with Coads Green in relation to PA testing / fire extinguishers etc	Susan Boggis	
9.8.11	Hall Hire Charges – November Agenda	Jaine Hynes	November 2011
9.8.11	Review how the sharing of assets can be managed	Martin Hynes	
9.8.11	The emergency exit light requires checking.	Jaine Hynes	
9.8.11	Event Planner – to be discussed at the November meeting.	Carol Horsington / Jaine Hynes	
7.9.10	User Group liaison regarding the website	Martin Hynes	
9.8.11	Enquiries were made as to whether the hall contained a hearing loop – further investigations to be carried out.		
12.4.11	Identify assets that can be shared with other halls	All	
14.6.11	Bratton Fleming composting scheme http://www.bbc.co.uk/news/uk-england-devon-13345935		November 2011