

**North Hill Village Hall
Committee Meeting Minutes
Tuesday 11th October 2011**

Present:

Sue Boggis, Mike Willison, Chris Reeve, Sarah Olsson, Mary Budge, Jenny Bousfield, Carol Horsington.

1 Apologies:

Jane Holden, Les Owen, David and Irene Shoubridge, Martin and Jaine Hynes.

2 Minutes of previous meeting:

The minutes were agreed and signed.

3 Matters arising:

Flower Show accounting – The £54 receipt was for the schedules. Chris reported that the 2010 figures were not that accurate so a comparison with 2011 is difficult to do. As the refreshments in the afternoon did not make a profit Mike suggested that the lunch refreshments are kept separate from the teas in the afternoon in future. Sue suggested that we could identify what was used for lunches and teas from the receipts. Chris will discuss with the show subcommittee at their next meeting.

A review of the action points was made. Sue Boggis reported that she will be liaising with Coads Green regarding the **PA testing and fire extinguisher checks**. PA testing was planned in for the New Year.

Regarding the **hearing loop**, Chris Reeve will speak to Jenny Bowhay as her husband installed the hearing loop, she will report back at the next meeting.

Suggestions for what **assets** the hall could share with other halls include items such as the mega mouth and kitchen equipment. Mary said her son had purchased a marquee which we could hire for events. We will draw up a list at the next meeting.

4 Hall re-opening review:

The hall re-opening was very successful with much interest in the hall and activities. The local groups who put on displays were popular and we hope that they may increase their membership as a result. Chris Reeve suggested that we could organise an annual user group event to publicise the activities which take place in the hall.

Chris also wanted to thank, on behalf of the committee, a vote of thanks to Martin and Jaine for all their hard work in making the floor replacement happen.

5 Future events:

A Hundred Thousand Angels – Lucinda Drayton Saturday 17th December.

Raffle – Cost of tickets will be £34.84 for 650 tickets. Sarah will organise the printing. First prize will be £100. 2nd a festive hamper, Carol to make a basket and the committee will contribute items to fill it. 3rd prize either a meal at the Race Horse or theatre tickets. 4th prize 6 bottles of wine, Jenny to get a wine carrier. As Warrens will not donate a meat voucher then carol will ask Jill Diggory if she will donate one, this could be a 5th prize or, if we want to limit the number of prizes it could be included in the hamper.

Posters – Jenny will check at the next meeting to see how sales are going and print more posters if needed.

Tickets – Mike is selling the tickets whilst Martin is away.

Refreshments – Mary Budge, Carol Horsington, Chris Reeve and Sue Boggis have agreed to make mince pies. We can firm up the refreshments at the next meeting.

Coads Green Magic Show 22nd October.

No action needed by our committee, only to support this show if we can.

Gonzo Moose 24th November.

Sarah distributed the blank posters and flyers. She will email the information to affix to the bottom then they can be displayed.

6 Correspondence:

Mary Budge circulated a booklet about the Queen's Diamond Jubilee next year on 4th June. Communities are encouraged to hold celebrations and they can be used to raise funds for local charities. The committee decided to discuss this at the January meeting.

7 Health and Safety:

Sue Boggis confirmed that the extinguishers have been tested and that PA Testing will take place in January.

8 Treasurer's report:

Mike presented a summary of the financial situation of the hall. There was £109.73 donated on the hall re-opening night.

Martin has asked Andy Bloomfield for a quote for replacement of the Gent's toilets. Mike will chase this. Jenny Bousfield proposed (seconded by Mary Budge and all agreed) that if it is under £500 he should let Martin know the amount and go ahead with the work. If more then he will contact committee members to discuss.

9 AOB:

Store room - Mike was concerned about the store room and had several suggestions. Should we get rid of the few brown plastic chairs? He suggested we could have hooks on the wall to hang things from and free up some floor space. If the snooker tables are not needed then could we sell them? Finally he suggested that we have some shelving in the cleaning cupboard. It was decided to discuss this further at the next meeting and perhaps arrange a day in the New Year where user groups could tidy up the storeroom.

Dog training - there was some discussion about the future of the dog training in the hall. Carol Horsington proposed that it should continue, Mary Budge seconded and all were in agreement. Chris will contact Tom Herron to confirm.

Hall rental fees - The increases were discussed. Chris Reeve proposed that it should be £6 (non-profit making) and £7 (commercial) per hour from 1st January 2012. All present agreed. On the issue of the kitchen charges the hourly charge of £1.50 per hour, as suggested by David and Irene, the committee were not sure and it was suggested that £2.50 per hour might be better. Mike will report back on the electric charges and we felt it might be useful to estimate what the kitchen costs per hour if all the appliances are being used. A decision could be reached at the November meeting.

Activities/events survey:

Carol will contact Jane Holden to arrange a date for meetings to see if there is enough interest in the community to form gardening and photography groups. The committee will facilitate the initial meetings but those attending will be expected to form the groups themselves. Carol will advertise in the Parish magazine and circulate posters via email.

Date of next meeting: Tuesday 8th November 2011

DATE	ACTION	RESPONSIBLE	COMPLETED
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	New Year
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	November 2011
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	November 2011
9.8.11	Enquiries were made as to whether the hall contained a hearing loop – further investigations to be carried out.	Chris Reeve	November 2011
12.4.11	Identify assets that can be shared with other halls	All	November 2011
14.6.11	Bratton Fleming composting scheme http://www.bbc.co.uk/news/uk-england-devon-13345935		November 2011
11.10.11	Store room clear up	All	January 2012
11.10.11	Queen's Diamond Jubilee event	All	January 2012