

**Dolton & Dowland  
Village Hall Committee**  
Registered Charity N° 300816

**Minutes of a Committee Meeting held on Wednesday 31<sup>st</sup> August 2005.**

Linda Genge	Chairman, Elected member, Youth Committee	804767
Pauline Wooddisse	Treasurer. Elected member	804231
Angela Chivers	Parish Council, Assistant secretary	804582
Roger Dunn	Youth Committee, Assistant secretary	804608
John Folland	Elected member	804347
Jenny Elmer	Elected member	804585
Sally Berkley Sage	Elected member, St Edmunds Church	804468
Nick Wood	Elected member, St Edmund's Church	804256
Sue Jury	Parish Council	804510
Viv Cotter	Women's Institute	804346
Cathy Freeman	Women's Institute	804263
Rose Lock	Carnival Committee	804254
Cynthia Giles	Carnival Committee	804489
Sarah Ashman	Pre- school	804564
Tracey Mardon	Amateur Dramatic Society	804334

**1. Apologies for absence**

Apologies for absence were received from Rose Lock, John Folland, Cynthia Giles, Tracey Mardon.

**2. Minutes of the meeting held on 27<sup>th</sup> July 2005**

The minutes of the meeting held on 27th July 2005 were circulated, read and signed.

**3. Matters arising not covered elsewhere on the agenda**

A discussion followed regarding the hire charges. It was suggested that the hire of tablecloths should be £1 each. For the hire of the new tables the hirer writes a cheque to cover a deposit, this cheque is held until all tables are returned in good condition then returned to the hirer. This way a suitable deposit of around £100 can be held, but without any costs to a hirer who returns everything in good condition.

This amends the hire charges as follows:

Main hall	£3.30 per hour	For commercial events	£5.50 per hour.
Small hall	£3.30 per hour	For commercial events	£5.50 per hour.
Use of Kitchen	£3.30	For full use of Kitchen i.e. cooking etc	£3.30 per hour.
Bar	£11		
Skittles	£7		
Hire of old tables	£1.50 each		
Hire of new tables	£2.50 each	with £100 returnable deposit.	
Old chairs	50p each		
Crockery / Cutlery	donation		
Tablecloths	£1 each	hirer to pay cost of laundering.	

**4. Treasurer's report**

Current account	£1694.76	Of which £660.71 is stove fund
Savings account	£2319.36	
Restoration fund	£3687.95	
Cash-in-hand	£238.01	
Outstanding accounts	Bowdens cleaning	£9.54
	Bowdens cleaning	£25.17
	Western Power Distribution	£966.72
	Eddy Levett (repairs)	£37.60
	Simmons Steam Cleaning	£105

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Income	SWEB (electricity)	£54.44
	Coffee morning	£137.32

**5. Big Breakfast 10th September.**

Sue jury said that the cost of each Breakfast will be in the region of £3. A £5 charge will be made per Breakfast. Advertising posters are out, and she has contacted suppliers and the organisers.

Angie Chivers is doing the draw

Linda Genge is frying the eggs.

Viv Cotter is doing the teas.

Sue Turner is doing the toast.

Cynthia Giles is doing the sausage and bacon.

Jill Buckingham is helping on the door.

Graham Hutchings is to do the dishwashing and general help.

Cathy Freeman is supplying strawberry jam, orange squash and blackcurrant squash.

**6. What next?**

**Trafalgar Day.**

Saturday barbecue - 22nd October

Entry £1

Burger £1.50

Hot dog£1

We will soon need to be selling tickets for the Sunday lunch on 23rd October. Also we need the posters and tickets. Charge per meal has not yet been organised.

**7. Any other business.**

**Hall general.**

At the moment we are not sure when three-phase is being installed.

**Trustees responsibilities.**

Nick Wood suggested these be signed at the next meeting.

**The meeting closed at 8:10pm**

**8. Next Meeting**

The date of the next meeting is set for Wednesday 28<sup>th</sup> September 2005 at 7:30pm