

**Dolton & Dowland  
Village Hall Committee  
Registered Charity No. 300816**

**Minutes for Meeting 26<sup>th</sup> September 2007**

**1) Apologies and those present:**

Present at the meeting;

Chairman; R. Boyes  
Treasurer; P. Wooddisse  
Secretary; T. Boyes

Committee members apologies; Rose Lock, John Lock, Hayley Collins.

Present; Nick Woods, Tom Jones, Stan Briggs, Clive Burnage, Roger Dunn, Angela Chivers, Sue Jury, Sue Turner, and Shirley Mucculloch,

**2) Minutes received from previous meeting**

Honey Comb cottage, not honey suckle, Dolton Divas not Golden.

**3) Matters arising therefrom:**

a) any further forward on hire of village hall equipment pricing; no.  
P. Wooddisse suggested we sit down and consider individual items using the catalogue acquired by Roger Dunn. A. Chivers suggested we do an inventory.

**4) Treasurers report**

A large wheelie storage box bought out of the soup fund

Book balance b/f	1732.19	This will always be the closing figure from the previous month	Barclays savings b/f	2930.99
payments in month	-1394.35		Transfers out in month	0.00
receipts in month	126.23		Transfers in in month	0.00
red	108.90		Barclays savings c/f	2930.99
green	-200.00			
Bank balance c/f	372.97			

	Soup Fund
b/f	54.01
	-20.48
c/f	33.53

Cash balance b/f	234.75	This will always be the closing figure from the previous month	Restoration fund b/f	6576.67
Cash payments in month	-20.48		Transfers out in month	0.00
Cash receipts in month	180.98		Transfers in in month	0.00
Cash balance c/f	395.25		This will always be the amount of cash you are holding	Restoration fund c/f

Outstanding from July £16.50

To come in this month £3.30

Cheques issued since last meeting

342 Children's Hospice Southwest	£100.00	Donation
343 Air Ambulance Trust	£100.00	Donation
344 Western Flat Roofing Co.	£834.25	New porch roof
345 Bowdens	£28.27	Cleaning materials
346 Cherrywood Services	£112.00	Cleaning chairs
347 M.Stubbings	£225.00	Caretaker
348 E.D.F.Energy	£73.08	Electricity
350 S.W.Water	£83.26	Water
351 B.T.	£37.89	Phone

Coffee Mornings x 4 = £182.73

## 5) Correspondence

A thank you letter to be sent to Richard and Carol at the shop for donating the shop cooking range and worktop.

## 6) Fund Raising

Nick Woods has spoken to Tony Hannam of 1 Church close, regarding open garden event preferably during July provided no clash with other events; no use of field, but no children's event, insurance, he will find sponsors,

b) Tony Beard (man from Radio Devon) potentially star attraction at a future fundraising event.

c) Sunday Dinner to be held on 11<sup>th</sup> November; volunteers needed for waitressing staff and kitchen. Tori will help out waitressing.

Licence for Alcohol needed. A Temporary event notice with Torridge district council is needed; Tori to try and sort out.

Raffle prizes required by each member of the committee.

Beef, Peas, (P. Wooddisse)Cabbages, Parsnips, Mustard, Apple Sauce + 1 Bag of Potatoes (Angela Chivers), 1 bag potatoes Roger Dunn, Angela + Rose to do draw, Pauline + Shirley to help do sweets. Robin to wash up. Sue in charge of organising.

d) Sue volunteered to do refreshments at Christmas fair, Viv Cotter to be asked to do Tombola at the fair. Stalls to be let, query should a stall be kept for village hall. Raffle, tombola. Etc. No Father Christmas for this year.

## 7) Refurbishment/repairs for the future

Gary has contract of replacement windows, so Clive Burnage has arranged for Gary to come to meeting; Gary commented that it is possible to have different types i.e if you have push open bar on the ones at the back, then will be less expensive. This should be fine as long as there is a fire escape present and air moving through.

Doors are included within the quote. P. wooddisse queried that parish council would pay only £15,000 for the windows but quote was approximately £21,000. Although we still have the money to do it, money will then be unavailable as 'seed' money when applying for grants.

Gary recommended that we don't need the top one opening, and as a suggestion having the middle window in each set opening.

Nic Woods queried whether or not we should accept just £15,000 but potentially push for additional funding.

Draft Letter to be written thanking them for the grant but politely requesting further funding as previously agreed in principle and had laid down specifications with the understanding that they would pay the full amount.

Stan Briggs asked for the full price as agreed; Gary said £20,217 possibly with £1000 less dependent on openers/fastenings.

Roger Dunn queried whether door in kitchen included, Gary said yes, however issue of wheelchair access and future refurbishment; possibly a wider door required; Doors push bar opening, and fire doors can't have locks on them. Main doors should be lockable from the inside. The kitchen door

instalment is to be put on hold and deferred, but definitely included within price. November provisionally said as a start date for windows. Gary to come back with revisions of quotes within next few days after meeting and to liaise with Clive Burnage. Once the revised quote has been received chairman to confirm decision; committee all in favour of decision being delegated.

Clive Burnage detailed some of the opportunities parish council is looking at; schemes for development, such as new village hall location and whether this would affect whether or not we refurbish and to what extent; S. McCulloch asked whether or not worth having windows then; Clive replied that was worthwhile having windows due to potential of them being taken out and re-used, and also would be another 3-5 years.

Angela has found some companies that could potentially seal the asbestos ceiling and insulate; somebody needs to be found to quote just to seal the asbestos; Chair suggested people who did sealing of boiler house.

Radiator to be put in ladies toilet for this winter; motion was proposed by P. Wooddisse and seconded by Angela Chivers. All in favour and motion carried. Quotes to be gathered from Pete Pearson, Eddy Levvett, Victor Leforte and pipe-right brightman.

**8) Electrical matters**; broadly sound however Rogers check will not be considered valid as a report due to him no longer trading as an approved Electrician. There are too few circuits, and if refurbishment happens hall would be rewired and more circuits put in. A distribution board would be needed up at the kitchen end of the hall.

**9) Archive Material in Possession of Chair**

Chair queried whether or not all documents present; apparently so!

**10) Any other matters not covered elsewhere within the agenda.**

Tickets and posters etc for Sunday Lunch 11<sup>th</sup> November arrangements are that Church Street Stores will sell tickets and Pauline will sort out the tickets.

b) Viv Cotter now the CCD officer for Devon wishes to make a presentation to talk to committee at some point.

c) Chairs have been cleaned now, though some stains have not been removed; not much difference between chemical and steam cleaning for future reference.

d) Painting; a work party is required which Pauline and Angela will sort out a date for, and taking down giant embroidery.

**11) Date of next meeting on 24<sup>th</sup> October 2007 at 7.30 p.m.**

Meeting closed at 9.41 p. m