

**DOLTON & DOWLAND
VILLAGE HALL COMMITTEE
Registered Charity No. 300816**

**Minutes of a Meeting held
Monday, 15th December 2004**

Present:	John Cotter	Chairman	Pauline Wooddisse	Treasurer
	Vivien Cotter	Secretary	Angela Chivers	
	Richard Currie		Roger Dunn	
	Gladys Foster		Cathy Freeman	
	Graham Hutchings		Sue Jury	
	Gerald Madge		Margaret Ogden	
	Hettie Sargeant		John Silltow	

ACTION

1. **APOLOGIES FOR ABSENCE:** Rose Lock, Peter Freeman, Steve Phelps and Cynthia Giles

The Chairman welcomed Gerald Madge and Roger Dunn, representatives of the Dolton Youth Committee.

2. **MINUTES OF THE PREVIOUS MEETING**

The chairman was authorised to sign the minutes of the previous meeting as being a true and correct record.

3. **MATTERS ARISING NOT COVERED ELSEWHERE**

a) **Christmas Decorations:** JC thanked everyone for putting up the Christmas decorations. Agreed to purchase additional new decorations in the sales after Christmas. MO/HS to liaise – spend £25 maximum.

MO/HS

b) Roger Dunn commented on the amount charged by Squires for the electrical testing. JC agreed to write to Squires querying this charge.

JC

4. **TREASURER'S REPORT**

PW reported as follows:-

Current a/c	£1,242.52
Savings a/c	£2,303.87
Restoration Fund	£2,837.14
Cash in hand	£ 495.92

£205.20 outstanding for November but nothing for previous months.

Cheques issued between meetings were as follows:-

Moorlands Fuel	£325.50
Caretaker's wages	£200.00
SW Water	£ 19.54

Funds received:

Dance	£188.70 (to go to Stove Fund)
4xcoffee mornings	£201.57
Christmas Fayre	£370.49(compared with £326 in 2003)

SJ reminded that £5 was due to the pre-school for the Father Christmas outfit.

PW

5. **VILLAGE HALL**

General: RL had advised that several grills in the main hall floor were broken. SJ suggested that the caretaker be given the opportunity to repair these grills and also the Village Hall sign.

JC

No Smoking: RL had asked whether, now that there are signs up in both halls, is there a formal 'No Smoking' policy? After discussion, it was agreed to implement this and a notice will be put in the Diary.

JS

Wine & Wisdom: This has been booked for Saturday, 26th February.

Heating Problem: JC advised that a new pump had now been fitted at a cost of £90.

JC advised that we were still waiting for Peter Edmonds to repair the broken door glass.

JC

Renovation

a) PF has started to measure up the hall with a view to getting plans drawn up, taking into account the 'wish lists' from user groups. Once this is completed a proper survey and valuation can be organised, as opposed to an appraisal.

b) **Christmas Fayre:** Whilst thanking all members for their help in organising and setting up the Fayre, JC advised that he had received several complaints about the timing of the Fayre. After discussion, it was agreed that, starting with the Easter Fayre, timing would be amended to 11.00am – 4.00 pm. JC/MO both raised the issue of helpers having to pay for their tea and coffee. AC advised that due to numbers and shortage of helpers, it was not possible to get round to everyone with refreshments. Agreed that the village hall would run a tombola for their stall at the Easter Fayre.

c) **Easter Fayre:** This would be on Saturday, 12th March.

d) **Other Events for the year:** Open Gardens 25/26th June. HS suggested that an Art Exhibition would be a good idea. Agreed to do this over the August Bank Holiday weekend – 27/28/29th.

6. **ANY OTHER BUSINESS**

JC handed to all committee members a Charity Commission publication, 'The Responsibilities of Charity Trustees'. He explained that he would like everyone to read this booklet which will be discussed in full at the next meeting.

7. **DATE OF NEXT MEETING:** Monday, 24th January 2005