

DOLTON & DOWLAND VILLAGE HALL COMMITTEE

Registered Charity No: 300816

MINUTES OF THE COMMITTEE MEETING HELD ON 11 APRIL 2018

PRESENT: Mrs S Jury, Mrs J Haynes, Mrs R Lock, Mrs S McCulloch,
Mr M Lock (Caretaker), Dr M Phillips, Mrs J Levett, Mrs S Turner, Mrs T Gobara,
Mrs A Chivers & Mrs F Hart

- 1) APOLOGIES RECEIVED FROM: Mrs C Howitt, Mr J Lock, Ms E Saggars, & Ms R McCulloch
- 2) CARETAKER'S REPORT:
 - i) Mr Lock asked if any progress had been made with regard the equipment which belongs to the mother & toddler and pre-school groups which is stored in the cupboard. Both groups have been spoken to, but as yet they have not had a chance to look. Mrs Levett has offered to help them.
 - ii) The kitchen and back door locks have been switched, and Mr Lock has issued an updated keyholder's list.
 - iii) Mr Lock reminded us that the village website and Facebook pages could be used to advertise Village Hall events.
 - iv) The new sanitary bins have been placed in the ladies toilets.
- 3) MINUTES OF PREVIOUS MEETING: The minutes of the meeting held on 14th March have been circulated and were signed by Mrs Jury as a correct record.
- 4) MATTERS ARISING:
 - i) Advertising: Dr Phillips has been to the Design Shop in Barnstaple to talk to them about the options for signage for our events. They are able to supply PVC banners, pavement signs, flags etc. Unfortunately, it was decided that a 2.5m x 1m banner on a metal A-frame would be too big to be placed at Dolton Beacon. Mrs Lock offered to find the name of the man who does the signs for Beaford as he may be able to help.
 - ii) Recycling: Mrs Hart mentioned that a hall she goes to has a sign up that refers to the fact that the hall is exempt from Council Tax and therefore they are not eligible for refuse collection. If we did something similar, at least this would explain why we don't provide recycling bins and why we need hirers to take their rubbish home. There was also discussion about charging extra if hirers don't remove their rubbish at the end of an event. Reference to this would need to be added to the booking form when it is next updated. In the

meantime, Mrs Lock said she would find out what other halls do.

- 5) TREASURER'S REPORT: The Treasurer presented the monthly accounts for March.

Mrs Haynes has had a renewal quote from Allied Westminster in respect of the insurance which expires on 29 April 2018. For a 3 year contract they have quoted £830.20 for the year – it was £802 last year. Norris & Fisher have quoted £762 for the same cover, and Mrs Haynes is awaiting a quote from NFU Mutual. It was decided to wait for NFU's quote before making a decision.

- 6) CORRESPONDENCE RECEIVED:

- i) An email from Catrin Nadin to say that unfortunately she was resigning from the Village Hall Committee.
- ii) A Stakeholder Consultation Response Summary following the recent consultation process regarding the Tarka Federation schools joining a multi academy trust.

- 7) SPRING FAIR – 17 MARCH 2018: Despite the terrible weather, it had been quite a successful fair for the Village Hall, making a profit of £573 – with the majority coming from the café which made £277.

- 8) BAR LICENCE: Mrs Lock had received confirmation today from Torridge that there had been no objections to the licence application, and that the licence would be posted tomorrow. There was a round of applause for Mrs Levett for all her hard work in applying for the licence.

- 9) REFURBISHMENT OF TOILETS: Mrs Levett had obtained a catalogue of sanitary ware and there was some discussion about what we needed e.g. a new disabled toilet, the fitting of a baby changing table, new adult & child urinals etc. It was decided to approach Mark Hedges, RGB, Travis Perkins & Tamar for quotes.

- 10) ANY OTHER BUSINESS:

- i) Due to holidays, it was decided that this year's AGM would take place in July.
- ii) Following the official opening of the car park last week, there had been some confusion about the sign referring to Village Hall users only. New, smaller signs, will be fitted to the fence so that it is clearer that this refers to the space between the new fence and the village hall building – not the new car park which is for everyone in the village. It was confirmed that cars can be left in the new car park overnight – but it cannot be used for sleeping overnight e.g. camper vans/caravans.
- iii) We have been asked by the Parish Council to make a donation of £675

towards the cost of the new fencing which has been erected around the new car park. This was agreed.

- iv) Mrs Haynes had received a cheque for £100 from the Parish Council as a donation for the coffee morning held for the official opening of the car park on 6 April.

Date of next meeting: Wednesday, 9th May 2018 @ 7.30 p.m.

Signed
Mrs S Jury, Chairperson

Date