

# DOLTON & DOWLAND VILLAGE HALL COMMITTEE

Registered Charity No: 300816

## MINUTES OF THE COMMITTEE MEETING HELD ON 11<sup>th</sup> NOVEMBER 2015

PRESENT: Mrs S Jury, Mrs J Haynes, Mrs F Hart, Mr M Lock (Caretaker),  
Ms E Siggers, Mrs W Holland, Mrs S Turner, Mrs S McCulloch, Mrs J Levett,  
Mrs M Isaac & Ms K Wonnacott

- 1) APOLOGIES RECEIVED FROM: Ms R McCulloch
  
- 2) CARETAKER'S REPORT:
  - i) A new light has been fitted in the front porch.
  - ii) The fire alarm system was tested on 19th October.
  - iii) The Christmas decorations will go up on 27th November and will be taken down on 22<sup>nd</sup> December.
  - iv) There has still been no progress on the school and pre school clearing their space in the storage cupboard.
  - v) Mr Lock had been asked if we should charge a £1 fee for bags of rubbish left at the hall after parties. It was decided that this was not necessary.
  - vi) PAT testing has been carried out.
  
- 3) MINUTES OF PREVIOUS MEETING: The minutes of the meeting held on 14<sup>th</sup> October have been circulated and were signed by Mrs Jury as a correct record.
  
- 4) MATTERS ARISING: There were no matters arising.
  
- 5) TREASURER'S REPORT: The Treasurer presented the monthly accounts for October.
  
- 6) CORRESPONDENCE RECEIVED:
  - i) Thank you letter from Shelterbox for the donation of £117.

- 7) SUNDAY LUNCH - 1<sup>st</sup> NOVEMBER: 95 adults attended the Sunday Lunch.
- 8) CHRISTMAS FAIR - 28<sup>th</sup> NOVEMBER: 25.5 tables have been booked.
- 9) ANY OTHER BUSINESS:
- i) The Christmas Bingo is on 2<sup>nd</sup> December and Mrs Jury asked for helpers on the night. Mrs Turner asked for £20 from Hall funds to buy some draw prizes.
  - ii) Mrs Turner asked about replacing the microphone stands.
  - iii) Mrs Levett to research the possibility of arranging a contract to have the ovens cleaned on a regular basis.
  - iv) Mrs Jury has bought two new sets of Christmas lights for use in the Hall.
  - v) Mrs Levett will send a card on behalf of the Committee to Mrs Blanshard.

**Date of next meeting:** 9<sup>th</sup> December 2015

Signed .....  
Mrs S Jury, Chairperson

Date .....