

DOLTON & DOWLAND VILLAGE HALL COMMITTEE

Registered Charity No: 300816

MINUTES OF THE COMMITTEE MEETING HELD ON 13th SEPTEMBER 2017

PRESENT: Mrs S Jury, Mrs W Holland, Mrs R Lock, Mrs A Chivers,
Mr M Lock (Caretaker), Mrs J Levett, Mrs S McCulloch, Mrs S Turner, Mrs T Gobara,
Ms K Wonnacott, Ms E Saggars & Mrs F Hart

- 1) APOLOGIES RECEIVED FROM: Mr J Lock, Ms R McCulloch, Mrs J Haynes & Mrs C Nadin

- 2) CARETAKER'S REPORT:
 - i) A new vacuum cleaner has had to be purchased.
 - ii) The new stage and toilet flooring has now been fitted. It should be noted that only masking tape can be used on the floor – NO PINS, STAPLES ETC TO BE USED.
 - iii) There is a leak in the roof near the stage.
 - iv) The school has equipment stored under the stage which has not been used for years, which is taking up space that other hall users would like to use. The Secretary to contact the school.
 - v) The school have been in contact to ask about using the Hall during wet weather.
 - vi) The cookers have been deep-cleaned at a cost of £150.
 - vii) The hall floor has been damaged by a piece of equipment being dragged across it.
 - viii) Mr Lock had a copy of a plan of the new carpark layout, and asked if there were going to be walkways through the fence/hedge to the hall.
 - ix) Mr Lock reported that he is having to spend a lot of time chasing for confirmation of booking details.
 - x) Any 2018 bookings for the Village Hall Committee to be given to Mr Lock at the next meeting so that he can get them into the diary.

- 3) MINUTES OF PREVIOUS MEETING: The minutes of the meeting held on 12th July have been circulated and were signed by Mrs Jury as a correct record.

- 4) MATTERS ARISING:
 - i) As reported above, the stage flooring has now been fitted. After the Village Hall Committee Meeting in July, we received a letter from John Foster (son

and executor for Gladys Foster), with a donation. It was decided to put this donation towards the cost of the stage flooring.

- 5) TREASURER'S REPORT: In her absence on holiday, the Treasurer submitted provisional monthly accounts for August.

Mrs Lock added that she also had two months' bingo money to give Mrs Haynes on her return from holiday.

Mrs Haynes also left a report on problems with payments from Monica Hayes on behalf of the Dance Fitness Class. Although money has been received for the class in April, no payments have been made for May, June, July and August - a total amount of £77. Ms Hayes claims that she never received any of the invoices, so Mrs Haynes has now emailed them to her, and agreed not to charge for late payment if she pays us soon.

Ms Hayes has now stopped her classes as there are no suitable timeslots for her, but in any event no more bookings are to be taken from her until the outstanding amount is settled.

- 6) CORRESPONDENCE RECEIVED:

- i) Letter from John Foster enclosing a donation on behalf of his late mother, Gladys Foster. A "thank you" letter has been sent to him.
- ii) Notice of Application for Planning Permission for the provision of a community car park at the rear of the Village Hall.

- 7) BIG BREAKFAST - 7 OCTOBER: Setting up will start at 6 p.m. on Friday, 6 October. Helpers to arrive at 8 a.m. on Saturday morning, and doors will open at 8.30 a.m. Raffle prizes required.

- 8) BAR LICENCE: Mrs Levett has spoken to Torridge about the application for a bar licence, but she is struggling to complete the paperwork as it is so complicated. Mrs Lock offered to try and find a contact at Beaford or Roborough Village Halls who have already gone through the process to see if they can help.

- 9) ANY OTHER BUSINESS:

- i) Mrs Celia Howitt will be joining the Committee as a representative of the Church
- ii) Date for the diary: 12 November - Sunday Lunch
- iii) Mrs Turner had been asked by Phoenix Ladies to raise the question about the amount they had to pay for use of the Hall as they were a charity. It was confirmed that they were already paying a reduced rate as they were a local organisation.

Date of next meeting: Wednesday, 11th October @ 7.30 p.m.

Signed
Mrs S Jury, Chairperson

Date