

# DOLTON & DOWLAND VILLAGE HALL COMMITTEE

Registered Charity No: 300816

## MINUTES OF THE COMMITTEE MEETING HELD ON 13<sup>th</sup> November 2013

PRESENT: Mrs S Jury, Mrs F Hart, Mr M Lock (Caretaker), Mrs J Haynes, Mrs M Blanshard, Mrs W Holland, Ms E Sagers, Mrs S McCulloch, Mrs M Isaac, Mrs S Turner & Mr N Wood

- 1) APOLOGIES RECEIVED FROM: Ms R McCulloch, Mrs J Stanford, Mrs J Drury, Mr J Lock & Mrs R Lock
  
- 2) CARETAKER'S REPORT:
  - The kitchen will be out of action from 20<sup>th</sup> December when the refurbishment work will commence.
  - The fire alarm was serviced on 22<sup>nd</sup> October.
  - Damage was caused last month to the door in the disabled toilets, which has now been repaired.
  - The new drip trays for the dishwasher have been fitted.
  - Mr Lock needs to be informed by organisations using the hall if they need to come in early for an event.
  - Organisations need to book their 2014 meetings as soon as possible to get them into the hall bookings diary.
  - The mat well in the kitchen needs to be filled in before the kitchen work starts.
  - A company are offering free wi-fi for village halls. It was agreed that it would be worthwhile investigating – Mr Lock to follow up.
  - Mr Lock produced a plan indicating where 6 new sets of softer lights could be installed in the main hall. There were three spare switches that could be used, although the work would need to be carried out by an electrician.
  
- 3) MINUTES OF PREVIOUS MEETING: The minutes of the meeting held on 9<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.

Mrs Jury followed on by saying that we had also received a further generous donation to the kitchen fund from Mr & Mrs Watts. The Secretary to write a thank-you note.

6) CORRESPONDENCE RECEIVED:

- Letter from 1<sup>st</sup> Dolton Scout Group apologising for the damage caused to the disabled toilets. We will be invoicing the Scouts for the repair work.

7) KITCHEN UPDATE:

- Following the meeting with Travis Perkins, Paul Middleton's quote for the work has been revised.
- A new fridge/freezer has already been installed, which was kindly paid for and donated by the Lunch Club. It was bought from Mole Valley Farmers, who reduced the price by £50 and delivered it for free, as the Village Hall is a registered charity. The Secretary to write and thank both the Lunch Club and Mole Valley Farmers.
- A plumber is coming to look at the hot water tank as it may be worth having it replaced while all the kitchen work is being carried out. The cost for this work may be paid for out of the TAP fund from DCC and Torridge.

8) CALENDAR UPDATE: 118 calendars have been sold so far.

9) SUNDAY LUNCH - 10<sup>th</sup> NOVEMBER: The Sunday Lunch raised more money than last year, with a profit of £721 (including £170 made on the raffle). Mrs Jury thanked everyone who helped on the day.

10) CHRISTMAS FAYRE - 7<sup>TH</sup> DECEMBER: All 26 tables have now been booked. The Hall will be available for stallholders from 10 a.m., and open to the public from 12:00 - 15:00. Mrs Jury to check with Mr Lock as to when the Christmas decorations will be going up.

11) PICTURE DISPLAY FOR HALL: Mrs Stanford has had the pictures reframed, and these will now be hung in the Small Hall.

12) ANY OTHER BUSINESS:

- i) Mrs Jury had had a phone call from Dee Davey who is organising a make-over event at The Royal Oak. Tickets will cost £10, with £4 from each ticket sale going to charity - £2 for breast cancer, and £2 for the Village Hall.

ii) Mrs Jury requested that hall users do not use blue-tac on the walls as it removes the paint.

iii) Hall users with their own keys were asked not to access the hall until the time of their booking. Mrs M Isaac to report back to the PCC.

Date of next meeting: 11<sup>th</sup> December 2013 at 7.30 p.m.

Signed .....  
Mrs S Jury, Chairperson

Date .....