

DOLTON & DOWLAND VILLAGE HALL COMMITTEE

Registered Charity No: 300816

MINUTES OF THE COMMITTEE MEETING HELD ON 14 FEBRUARY 2018

PRESENT: Mrs S Jury, Mrs J Haynes, Mrs W Holland, Mr M Lock (Caretaker), Mrs A Chivers, Dr M Phillips, Mrs T Gobara, Mrs F Hart, Mrs R Lock, Mrs S McCulloch, Mrs J Levett, Ms E Saggars & Mrs C Howitt

- 1) APOLOGIES RECEIVED FROM: Mr J Lock, Mrs S Turner, Ms R McCulloch & Mrs C Nadin
- 2) CARETAKER'S REPORT:
 - i) Mr Lock will replace the front porch light which has stopped working due to water damage. In the meantime, Paul Middleton is going to have a look at the roof to see where the water might have come from.
 - ii) Mr Lock is going to delay laying the chippings in the old car park until the new car park is in use.
 - iii) Mr Lock has been looking at a new racking system with long span shelving to install in the store room. The cost would be in the region of £1,000. Mrs Chivers proposed that he should go ahead with the purchase, seconded by Mrs McCulloch.
- 3) MINUTES OF PREVIOUS MEETING: The minutes of the meeting held on 10th January 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 January.
- 6) CORRESPONDENCE RECEIVED:
 - i) Communication from The Tarka Federation advising of the proposed formation of a Multi Academy Trust which would include Dolton Primary School.
 - ii) Follow up communication from The Tarka Federation inviting stakeholders to a Q&A session at the Cedars Hotel, Barnstaple at 9 a.m. on 23 February 2018.

The Secretary agreed to circulate the above documents to Committee members

for information.

- 7) BIG BREAKFAST - 3 FEBRUARY 2018: 75 adults and 4 children attended the Big Breakfast. A total of £691 was raised for the North Devon Hospice (including £162 on the raffle and £115 in donations), and it was agreed to round this amount up to £700. A representative of the North Devon Hospice will attend the coffee morning on 23 February to formally receive the donation. Dr Phillips was asked to write a "thank you" letter to everyone who contributed for inclusion in next month's Diary.
- 8) SPRING FAIR - 17 MARCH 2018: 20.5 tables have been booked so far. Final arrangements to be discussed at next month's meeting.
- 9) BAR LICENCE: Mrs Levett is meeting with the Torridge licensing team next week.
- 10) SANITARY WASTE PROVISION: Mrs Haynes had identified suitable bins and hygiene products from Consortium, and Mrs Jury will ask Mr M Lock to order these for placing in the ladies toilets.
- 11) ANY OTHER BUSINESS:
 - i) Mrs Haynes has received a bill for £168 from the Performing Rights Society.
 - ii) A portable appliance test has been carried out at a cost of £60. At the moment this cost has been invoiced to the Parish Council as part of other electrical work carried out in relation to new lighting.
 - iii) Mrs Holland and Dr Phillips suggested that the refurbishment of the toilets could be considered as a future project. It was agreed that this should be added to next month's Agenda.
 - iv) Dr Phillips was asked if she would publicise the Spring Fair (and future events) in the local papers.

Date of next meeting: Wednesday, 14th March 2018 @ 7.30 p.m.

Signed
Mrs S Jury, Chairperson

Date