

# DOLTON & DOWLAND VILLAGE HALL COMMITTEE

Registered Charity No. 300816

## MINUTES OF THE COMMITTEE MEETING HELD ON 18 October 2010 AT 7.30 P.M.

**1. Present:** Mrs S Jury (Chair), Mrs J Sidey (Sec), Mr N Wood, Mr G Hutchings, Mr R Dunn, Mr J Thouless, Mr J Lock, Mrs S Turner, Mrs S Ashman, Adam Hughes.  
Apologies were received from: Mrs K Herniman, Mrs R Lock, Mr S Briggs, Mrs S McCulloch.

**2. Approval of Minutes.** The Minutes of the meeting on 20th September having been circulated were signed by the Chairman as a correct record on the proposal of Mr Wood seconded by Mrs Turner. Carried.

**3. Treasurer's Report.** In the absence of the Treasurer copies of the monthly accounts were circulated showing a current account balance of £2429 savings account balance of £3025.95, Restoration fund balance of £16821.13, with a cash balance of £67.02. Mrs Chivers had confirmed to Mrs Jury that the soup fund can be used for any items the Committee thinks fit. The Book balance b/f figure shown in the monthly accounts printout is the balance in the account at the time of the printout. The telephone coin box has not been emptied for some months and the Treasurer will attend to this in due course.

#### **4. Matters arising from the Minutes.**

i. The defibrillator cabinet has been resited in the Boiler Room as requested. This now leaves space for a table for loading/unloading the dishwasher.

ii. Mr Thouless gave a verbal update on Licensing procedures. He had found the Licensing staff very helpful but there is no mechanism in place for the Committee to be informed when Licenses are applied for by other Hall users; only 2 Licenses had been issued this year 28<sup>th</sup> May (Football Club Dinner) and 25 September (Pink Faeries). Mr Thouless suggested that in view of online licensing it would be helpful to keep track of the licenses issued if those applying would supply the Committee with a copy of their applications and he pointed out that any contraventions of the Licence were the liability of the applicant/user and not the VHC. Mr Thouless volunteered to be the VHC Licensing representative and this was agreed on the proposal of Mrs Turner, seconded by Mrs Sidey with all in favour. The Secretary will contact the Caretaker in writing to ensure that in future all people requesting a bar when they book the Hall are reminded to give send a copy of the Licence to Mr Thouless and also to put a notice in the Dolton Diary. Mr Thouless to organize the Licence for the Rock & Roll Evening on 3<sup>rd</sup> December. Mr Thouless will also check to ascertain if the person running the bar has to also hold a license.

#### **5. Fund Raising.**

**i. Grants.** Mr Hutchings gave an update on grants saying there is no more news on the Devon Waste Management Grant nor has he received approval from Entrust. If and when approval is received it will be necessary to ask the Parish Council to provide £1250 by grant towards the Entrust administration fees. The Secretary urged Mr Hutchings to chase Entrust for a response. The good news is that the Lottery Fund has granted a conditional £10,000 subject to satisfactory completion of conditions and quite a lot of paperwork. CCD grant form is being completed and at the suggestion of the CCD Secretary, the VH Secretary has contacted Malcolm Smith of TDC to let him know as TDC do match grants given by CCD. Mr Hutchings would like to see if we can achieve Hallmark status sooner rather than later as this may help us achieve a grant from CCD. Secretary will pass on a folder to Mr Hutchings which may assist. It was proposed by Mr Wood, seconded by Mrs Sidey that if necessary Mr Hutchings could purchase from CCD booklets on how to achieve Hallmark status. Agreed.

Mr Hutchings has also written to Torrington Cavaliers in the hope that they will consider a grant.

**ii. Beaford Arts Centre.** Mrs Jury and Mrs Sidey had attended the meeting and the Arts Centre programme for the year is wide ranging from classical music recitals to modern, items for children, cinema etc. Before any event can take place it is necessary to have sold the break even number of tickets and any profit for the VH is made from tickets sold after this number and any refreshments, stalls etc. provided by the VH. It is also necessary to arrange accommodation for the Artistes.

**iii. Events**

a. Sunday Lunch 14<sup>th</sup> November. Mrs Jury quickly went through the necessary arrangements and Mr Dunn agreed to ‘cook’ the roasts as last year, Mrs Turner, Mrs Giles, Mrs Dunn and Mrs Buckingham will cook the prepared vegetables and Mrs Jury will contact the people she wishes to provide other assistance, sweets, etc. Mr Wood promised a bottle of Whiskey as a draw prize, Mr Thouless a bottle of wine, Mrs Sidey offered two small prizes. Mrs Chivers to sell soft drinks.

b. Rock & Roll Evening 3<sup>rd</sup> December. Posters and 200 Tickets (£10.to include cheese supper) are ready, the Hall will need to be decorated and a Bar set up (Mr Thouless to obtain Licence). Mr Charlie Watts has donated a prize for the draw comprising the new Rolling Stones book which he has signed, plus discs and cards. Assistance will be required on the night and Mrs Jury will contact people nearer the time.

c. Christmas Fayre Saturday 11 December. Mrs Herniman to do Tombola if available, Mrs Chivers is organizing the tables as usual, draw prizes will be required, usual refreshments, etc.

**6. Any other business.**

i. The Secretary read out a letter from the Carnival Committee regarding the ever increasing red-tape in organizing insurance, road closures, etc and requesting assistance in obtaining road cones for Carnival night. DCC are charging £500 to supply and layout the cones but it is free to registered charities. Standing alone the Carnival Committee are not a registered charity. Historically the Carnival was run by the VHC to raise money to build the village hall and following a short debate on the subject it was unanimously agreed on the proposal of Mr Dunn, seconded by Mrs Turner that in order to assist and possibly save the Carnival tradition for the future, its management reverts to the historical position of a VHall Sub-committee activity with 2 members of the VHall Committee on the Carnival Committee. The VHall Secretary, Mr Wood and Mrs Lock the Carnival Secretary to settle the finer details including a 10% donation to Village Hall funds from any profits of each Carnival financial year.

ii. Outside lights. Mrs Jury and Mrs Sidey reported that the outside lights were not coming on. It was agreed that an electrician should be asked to check them and replace any bulbs/lights as necessary. The Secretary will contact Blake Middleton.

iii. Mr Dunn had checked the Hayden-Jones website and thought this folk-duo would not be suitable for a Village Hall event.

iii. On behalf of himself, his mother and the dog, Adam Hughes handed a cheque for £300.11 to the Committee raised from their walk of Offa’s Dyke. There was applause and congratulations from the Committee and much appreciation of such a fine effort.

iv. Mr Levett had very kindly changed the washer in the Gents toilet.

v. Mr Hutchings enquired if, say, the Horticultural Society when using the Hall for Flower Show Day need their own Public Liability Insurance of if they are covered by the VHall Insurance. Currently they always have their own Insurance. Treasurer to check the Policy.

Date of next meeting is Monday 15 November at 7.30 p.m.

There being no further business the meeting closed at 9.00 p.m.

Signed.....

Dated.....