

DOLTON & DOWLAND VILLAGE HALL COMMITTEE
Registered Charity No. 300816

MINUTES OF MEETING HELD ON 24th SEPTEMBER 2008.

Present: Mrs Susan Jury, Chairman, Mrs Jeanette Sidey, Secretary, Mrs Angela Chivers, Mrs Susan Turner, Mrs Lorraine Peachey, Mrs Shirley McCulloch, Mr Tom Jones, Mrs Sarah Ashman, Mr John Lock, Mrs Rose Lock.

Apologies: Mrs Karen Herniman, Mr Clive Burnage, Mrs Pauline Wooddisse

1. Approval of Minutes. The Minutes of the meeting held on 30th July 2008 having been duly circulated were signed by the Chair as being a true and correct record.

2. Matters arising from the Minutes:

a) Fund Raising.

1. The Tony Beard evening planned for 27th September had had to be postponed due to Mr. Beard's having had a knee operation. This event will now take place in 2009. The Chairman had cancelled the Licence for the proposed bar and ascertained that it will be necessary for a fresh application to be made. No refund is available. Mr Wood to obtain a fresh date from Mr. Beard as to when he will be fit and ready to proceed with the event before any further arrangements are made.

2. The Cricket Match on Flower Show Day was cancelled due to the inclement weather.

3. The Music Workshop organised by Mrs Wooddisse had been a great success and much enjoyed by all who participated.

4. The Scarecrow competition had been a resounding success with favourable comments from many people. The judging was carried out by Karen from Lantern Radio, and Mrs Peachey who had invited her participation volunteered to write a letter of thanks to her. Although it had not been expected to make any money from the competition this year, £50 had been made and after some discussion on ideas as to the future format should the competition be repeated next year, Mrs Rose Lock proposed that the competition should be repeated next year, seconded by Mrs Peachey with all in favour.

b) Bisley House – the work at Bisley House, as it affects the Village Hall, has been completed and a letter of thanks for the co-operation and assistance given by the Committee received from Mr Silltow together with a very generous donation of £250 to Village Hall Funds. A letter of thanks for the donation has been sent.

c) Refurbishment – The Chairman had a brief meeting with Mr Nick Marsland prior to the Committee Meeting and told him of the necessity for a grant application to be made before the closing date in November. Mr Marsland understands the urgency and has agreed to prepare appropriate plans, specifications, etc. and obtain the forms and prepare a planning application and the Chairman had agreed to pay a reasonable fee for this work.

The heater is in place in the ladies cloakroom but not yet connected as Mr Dunn has recently started a new job and been away on a training course. It is however hoped to have the work completed by the end of the summer.

d) Bouncy Castles – as requested Mr Wood has provided a suitable disclaimer notice for the usage of any equipment brought in to the Hall by third parties in the event of personal injury or damage. The notice is now displayed in the hall.

e) Keys to the Hall. As requested Mrs Sidey contacted Mrs Oaten to verify which of the First Responders team held keys to the Village Hall. Mrs Oaten said of the 4 keys held (which had been purchased by the Parish Council) 1 key was in the keysafe; 1 key is held by Mrs Julie Genge; 1 key, which had been returned by Sally Sage, had been given by Richard Oaten to Mrs Pauline Wooddisse; and 1 key, which had been returned by Louise Parker, was held by Mr. Oaten.

3. Treasurer's Report. In Mrs Herniman's absence, copies of the monthly report for August and September were circulated. Current Account balance of £2068.81, Savings Account Balance of £3001.88, Restoration fund balance of £8240.78. It was proposed by Mrs Rose Lock and seconded by Mrs Susan Turner that the £250 donation from Mr Silltow should be transferred from the Current Account into the Restoration Fund, with all in favour.

4. Any other business

a. The Chairman raised the question of delegating more of the duties entailed in the day to day management of the Hall among other members of the Committee as she was finding it a very heavy workload. After a short discussion it was agreed that in view of the absence of a number of committee members this subject should be an agenda item for the next meeting.

b. The Chairman and Secretary have spent much time in starting to collate and file the large numbers of current and archive papers held by previous committee members and suggested that it would be easier to manage if a filing cabinet, to remain in the Hall, could be purchased to house the papers safely and keep them all together in one place instead of in various attics in people's homes. There was some discussion about this and it was proposed by Mr John Lock and seconded by Mrs Angela Chivers and Mrs Susan Turner that a metal filing cabinet, with lock and keys, be purchased with a top limit of £75. All in favour.

c. A leak in the ceiling of the store room has been reported and the Chairman has asked 3 tradesmen to supply estimates for the work. So far none have been received.

d. It has been noticed that the metal strip outside the main entrance to the Hall is very slippery when it becomes wet. After some discussion it was agreed that the recent persistent torrential rain was abnormal and the situation should be monitored for a time to see if the problem recurs in normal rainy conditions.

e. The Caretaker has asked if the heating system battery control can be fitted with replacement larger buttons as the small buttons currently in place are too small to easily operate with a finger. It was reported that Mr Roger Dunn knows of the problem and has a suitable unit with larger buttons.

f. The new 'Village Hall' signpost has been erected by Mr Ken Jury and Mr John Lock.

g. The date for the Christmas Fair is 6th December. There was discussion about the booking of tables and Mrs Angela Chivers volunteered to telephone people on the list from last year to book tables. It was proposed by Mrs Rose Lock and seconded by Mrs Susan Turner that the charges remain the same as last year.

h. Mrs Sarah Ashman reported that the Pre-School was facing an uncertain future due to a drop in the number of children attending, currently 6, and therefore is not financially viable, and asked if there is any help the Village Hall Committee can give in view of the importance of the Pre-School to the Village. For various reasons numbers are continuing to drop and in 3 weeks time the Pre-School will reduce to 2 sessions (Wed & Thurs). She said that they have applied to the Government for a sustainability grant but won't know for several weeks whether this will be granted and went on to explain the situation regarding their funding. They currently pay £3.50 /hr rent, and £41.25/qtr. for storage. After much discussion Mrs Rose Lock proposed that any decision should be deferred until

the next meeting or such time when we have had a chance to see a copy of the Pre-School accounts and discuss the matter again. Seconded by Mrs Susan Turner. All in favour.

It was suggested and unanimously agreed that a "Big Breakfast" event should be organised by the Village Hall Committee as soon as possible to raise funds for the Pre-School. The date to be 18th October and the ladies of the Committee and members of the Pre-School Committee to meet on Tuesday 7th October at 7.30p.m. either in the Rams Head or the Village Hall to organise the details.

i. The Chairman is anxious to settle the details for the Sunday Lunch which is booked for 9th November and after some discussion it was agreed that this should be an agenda item for the next meeting.

j. The Village Hall music/sound system has been checked over free of charge and no fault found. An anti-surge plug should be fitted which should solve the problem.

5. Date of next meeting. The next meeting will be held on Wednesday 29th October at 7.30 p.m.

There being no further business, the Chairman thanked those present for their attendance and closed the meeting.

Signed.....

Dated.....

N.B. Following the meeting it was discovered that the Hall is not available on 18th October and The Big Breakfast will now take place on **11th October**. It is hoped that as many Committee Members as possible will support this event.