

**DOLTON & DOWLAND VILLAGE HALL COMMITTEE**  
**Registered Charity No. 300816**

**MINUTES OF MEETING HELD ON 26<sup>th</sup> NOVEMBER 2008**  
**at 7.30 p.m.**

**Present:** Mrs K .Herniman, Treasurer, Mrs J. Sidey, Secretary, Mr R.Dunn, Mr N.Wood, Mrs A.Chivers, Mrs P.Wooddisse, Mrs L.Peachey, Mrs S.Turner, Mr.T.Jones, Mr.C.Burnage, Mrs S.McCulloch

**Apologies:** Mrs S.Jury, Mr.S.Briggs, Mr J.Lock, Mrs R.Lock, Mrs S.Ashman.

In the absence of both the Chairman and Vice Chairman, the Secretary opened the meeting and asked for nominations for an acting Chairman for the meeting. Mrs Chivers proposed Mr Dunn, seconded by Mrs.Wooddisse and Mr. Dunn agreed to take the Chair if all were in agreement. All agreed.

**1. Approval of Minutes.** The Minutes of the meeting held on 29<sup>th</sup> October 2008 having been duly circulated were signed by the acting Chairman as correct after it was noted that Mr Wood had been omitted from the list of those present, and under d) Delegation of Duties – re obtaining a Licence for Bars, Mr Wood had been named and it should have been Mrs Wooddisse. The minutes were duly amended.

**2. Matters Arising from the Minutes.**

a) Little Bay. Mr Parker was to attend at 8 p.m. and a short discussion took place before his arrival in which Mr Wood quickly ran through the history of the matter of the parking of cars by occupants of Little Bay over the years. Mr Burnage commented that this was not a Village Hall problem and Mr Wood commented that he felt Mr Parker's proposal should be heard and properly considered to see if it is feasible as 'a neighbourly gesture'. There was a general discussion about the matters which the Committee members thought important for Mr. Parker to take into consideration, and also which the Village Hall Committee members, as Trustees, would need to consider. These included establishing exactly what Mr Parker's proposal is, how it might affect Village Hall users now and in the future, the timing, the need to charge Mr Parker a premium, solicitors and valuer's fees, planning, insurance aspects, etc.

Mr Parker arrived promptly and was welcomed by the Chairman. Mr Wood explained that the Village Hall is a charity and that the Committee are answerable, as Trustees, to the Charity Commission, he mentioned the prohibition on parking, and explained that there would have to be a premium paid for a vehicular right of way into Little Bay's garden, which would involve the knocking down of part of the Hall boundary wall. Mr Wood explained that as Trustees, the Committee need to do what is comparable with a local authority when considering such a proposal and the Committee would need to know exactly and fully what Mr Parker's proposal is in order to give it due consideration. The Committee would need to ensure that there were no future problems, possibly, say, from Mr Parker's successors in title, over use of such a right of way, and among other things to know also:

- the timing of the execution of the work involved and whether it would impede the access to the Hall;

- that Mr Parker would be responsible for all legal costs involved and in instructing conveyancing specialists;
- that Mr Parker would be responsible for all costs involved in having independent valuers assessing the value of such a right of way in order to establish fairly what the premium should be;

Mr Parker said that he and Mrs Parker had been good neighbours to the Village Hall over the years, letting the Chairman know of security issues, cleaning out drains, etc. and generally acting in a neighbourly manner to maintain a good relationship. He noted the rumour that Little Bay was for sale and said that although the property had been on the market, it had not been since September 2003. He said he would meet any costs in investigating the matter. Mr Wood reiterated that the legal title to the Village Hall is with the Charity Commission and everything the Committee do is on behalf of the Charity Commission. Mr Parker said he had not previously realised the Committee had such responsibilities as Trustees but now understood the situation. He was told that he would have to work out the details and implications of all the points made, and supply the Committee with a properly detailed proposal to consider. Mrs Sidey asked if he would also investigate if he would need public liability insurance in case there was an accident with a pedestrian on Village Hall land as this might not be covered by his car insurance since Village Hall land is not a public highway. Mrs Peachey said she thought he needed to investigate the planning aspects with TDC first of all to establish whether such a proposal is feasible and Mr Wood thought Mr Parker should also consider the possibility of people straying on to Little Bay land from Village Hall land.

Mr. Parker said he would investigate all the points mentioned and let the Committee have his detailed proposal for their consideration when he had done so, and thanked the Committee for allowing him to attend the Meeting. He then departed.

Mrs Sidey thought that Mr Wood should be thanked for all the time and effort he had spent in collating the notes on the history of this matter to update everyone and enable such an open discussion to take place. All agreed, and Mr Wood was duly thanked.

b) 1. Report on disabled access door. On behalf of Mrs Jury the Secretary reported that Mrs Peachey had very efficiently and speedily drawn the required plans, liaised with TDC Planning Department and made the planning application in time for the planning committee meeting. The application had been listed in the NDJ by TDC. Mrs Jury has applied for £1,500 grant from TDC towards the cost, that being the maximum for that particular scheme, and Mrs Lock has applied under another scheme for a further £1,000. All other arrangements are in place ready to go as soon as planning consent is achieved. Mrs Peachey was unanimously thanked for her hard work in getting the application ready in time for the Planning meeting. Mrs Peachey said that the disabled door will open outwards and will have a low threshold. The replacement kitchen door should be fitted on 8<sup>th</sup> December but it is anticipated that the work on the disabled door, which is awaiting planning consent, will take place after Christmas.

2. Wiring for heater in Ladies toilet. Mr Dunn said that he hoped to have time to get this work done this weekend but to do so it would be necessary for someone else to prepare the boards for the Christmas Fayre. Mrs Wooddisse and Mrs Chivers offered to prepare the boards and Mr Burnage agreed to erect the boards to enable Mr Dunn time to complete the wiring of the heater.

c) Christmas Fayre – 6<sup>th</sup> December. Mrs Sidey, on behalf of Mrs Jury, said that volunteers would be required to decorate the hall at the beginning of December and asked if everyone that could be available would assist. Volunteers would also be required to put up the tables on the Friday evening (5<sup>th</sup>). Mr Jones said he would help with this. Mrs Jury had also requested prizes for the raffle and tombola, please. Mrs Wooddisse said there would be an exhibition of scarecrow competition photographs. Mr Briggs had told Mrs Sidey he had obtained books for the book stall, and several committee members also had books to donate. Mrs Turner and Mrs Jury would organise the refreshments, and Mr Dunn said he would organise the music.

#### **4. Fund Raising**

i. Report on the Sunday Lunch. Mrs Sidey said that Mrs Jury had asked her to thank everyone who contributed in any way to all the hard work in putting this event on, from the putting up of the tables, to peeling mountains of potatoes, to supplying vegetables and sweets, to cooking, serving food, collecting dirty dishes, washers-up, sweepers-up and general tidying up. It was hard work but worth it for all the compliments on the very nice food and good atmosphere in the Hall. Treasurer will give details of money raised for Hall funds in her report which follows. Thank you all.

ii. Tony Beard evening. Mr Wood reported that he has been in touch with Mr Beard who has confirmed that he is now back in harness and accepting engagements although he is awaiting a date for surgery on his other knee, which is expected to be possibly in January/February. After some discussion it was agreed that a firm date should be set for as soon as possible but avoiding January and February, and Mr Wood said he would try to fix a date for April with Mr Beard, to avoid Easter.

#### **5. Treasurer's Report.**

Mrs Herniman having circulated a copy of the November accounts, ran through them saying the current account balance is £2719.31, Savings account balance of £3016.38, a cash balance of £67.02 and Restoration account balance of £8536.14. Mr Neal has refunded the £242. paid to Mr. Stadden on his behalf.

The Sunday lunch sale of tickets had raised £679., the raffle had raised £143. and sale of the soft drinks £35.50. – a total of £857.50 Food had cost £310.23, hire of the spit roast was £50. – a total of £360.23, giving a profit of £497.27 for the event.

#### **6. Any Other Business.**

Keys for disabled door. Mrs Wooddisse had asked if there would have to be separate keys for the disabled door and the kitchen door. Mrs Peachey said that Mrs Jury had thought that 'ordinary' keys would be OK but was asked about suited keys as it was felt that this would be a better option. Mrs Peachey explained how suited keys had to be ordered specially and could not be reproduced later by simple copying. and after a discussion it was generally agreed that suited keys, although more expensive, would be a more secure option as one key could be used for both the kitchen and disabled access door. Mr Dunn proposed that suited keys should be obtained and Mrs Herniman seconded, with everyone agreeing the proposition was carried. Mrs Peachey was asked to arrange for suited locks to be installed in both doors.

Mrs Wooddisse said that Mr Stubbings has bought a new outside light for the kitchen door at a cost of £17.99 and had arranged for an electrician to wire it in.

Mrs Herniman said that she has tried to contact Fast Plumb and has left a message but they have not yet returned her call. Also, she has now obtained details on reclaiming tax under the Gift Aid system but there is a huge amount of explanatory paperwork to read through, which will take her a time to do. However, it should now be possible to start reclaiming tax on donations in the near future.

Mrs Sidey said that Mrs Jury had asked if someone would volunteer to investigate the costs and framing options for the two donated large photographs so that they can be displayed in the Hall as soon as possible. Mrs McCulloch said that there is a framing shop in Hatherleigh which she uses and offered to take the photographs there for advice and costing, which offer was gratefully accepted.

Mrs Sidey asked if the Village Hall obtains a copy of Village Green Magazine. Mrs Wooddisse said that a copy is sent to her address on a quarterly basis.

**7. Date of next meeting. Wednesday 28<sup>th</sup> January 2009.**

There being no further business, Mr Dunn thanked everyone for attending, and closed the meeting at 9.20 p.m.

Signed.....

Dated.....