

MINUTES OF THE PARI SH HALL COMMITTEE MEETING HELD ON

MONDAY 1st DECEMBER 2014 AT 4.30 P.M. IN THE YEO ROOM

Present: R Parkin (Acting Chairman), L White (Treasurer), C Delafield (Secretary), P Crawford, S Dwyer, M Elliott, J Le Grice, K Livett, P Macdonald, D Martin J Munn and Chris White.

1. Apologies: Marilyn Cater, Neill Irwin, Anna Martin, Mike Stickland. The Chairman welcomed Sue Dwyer who is the new representative of the Bridge Club.

2. Minutes

The Minutes of the 1 December meeting were agreed and signed by the Chairman.

3. Events

3.1 (3.3) 2015 Programme

- **Folk 2 – 14 February:** Posters by 14 January and information to go into Feb/Mar ‘Village Voice’ (**Pat C/Midge**). Tickets are £7.50 and there will be a bar with beer and a raffle (**Diane** to apply for the licence; **Chris** to buy supplies; **Jill** and **Judith** will serve). **Pat C** confirmed that the event will run 7.30 to 11.30pm with a break for the group to eat (meal supplied). Setup will be at 10am and the group will arrive at 7pm. Raffle prizes are needed.
- Tim Abel has amended the line-up for 25 April and will now charge £600 + expenses (**Pat M** to notify details of the new singer when agreed).
- Cleverly Everley confirmed for 6 June (£250).
- Flanders and Swann evening for an October event at £7 per ticket is still to be finalized with Alastair Durden; Words for Voices have declined (**Chris**).
- Racketts date proposed as 16 May was thought to be too close to other events. **Pat M** will discuss with Pat Clarke with early July a possibility.
- Ron wondered if it would be possible to have short presentations by residents who have had adventurous holidays which might of interest to parishioners during the lull in events in March/April. This will be discussed again in February.

3.2 (3.4) **Jill** confirmed that Anna Martin would be happy to join the Committee to promote Buckland/Bantham events but that she had sent her apologies this time.

3.3. There was some discussion about Hall utilization based on figures supplied by Diane. The Main Hall is operating at about 30% occupancy and the Yeo Room fluctuates according to the season. There are two free evenings. Diane wondered if the 11.30pm closing time was deterring some (non-parish/commercial) bookings since most potential users were positive about the facilities. It was agreed that the terms of the licence based on the location in a residential area were a necessary restriction. Diane also said that there had been an increase in the number of children’s birthday parties. Increasing utilization needs further work and discussion on Neill’s return (**Neill**).

Ron pointed out that the terms of the original deed which gifted the land to the parish were that the Hall should be of benefit to the parish of Thurlestone, Bantham and Buckland so that the objective of making money for the maintenance of the building was closely linked with the aims of increasing the involvement of parish residents.

4. Treasurer’s Report

4.1 Lisa handed out Q4 and Q1-4. Variance for 2014 (draft) is +£3152.60 which means that the Hall has made a profit in each of its ten years of operation. A new Budget would be produce for the February meeting (Lisa) including £1,000 for outside painting and some assessment of the need for a new projector (see below 5.11). It was felt that a £40,000 emergency fund was still needed but there is now £52,000 in reserves and £11,000 in the current account. This makes it difficult to consider any increase in Hall hire

rates although it might be possible to consider increasing the cost of commercial lets in order to fund the improvement in the audio-visual equipment.

4.2 There was some discussion of the offer of £75 a year by the Friends of Thurlestone School to offset the cost of new chippings in the car park. It was suggested that this might set a precedent for allowing parking but it has been discovered that some teachers park all day even when there are other events. The Friends have said that only the parents of very young children should be parking here. It was agreed that the school should be reminded that hall events are a priority (and that these should be clearly indicated the day before) and that teacher parking should be discouraged (**Chris**).

4.3 Tom Gilkes of Stanborough Chorus has asked that the group be treated according to their charitable status and charged the lower Hall hire rate. It was agreed that this should be minuted and referred to **Neill**.

5. Maintenance Committee Report

5.1 (5.1) New outside tap is to be fitted in the spring (**Chris**).

5.2 (5.2) Trial of cleaning for the kitchen and toilets at a cost of £300 will begin shortly (**Chris**).

5.3 (5.3) Air handling system filters have been reordered and will be fitted by Danny Baker (**Chris**).

5.4 (5.5) Weeding at front of the Hall to be discussed by the Maintenance Committee (**Chris**).

5.5 (5.6) Perspex strip is to be installed in the Yeo Room (**Chris**).

5.6 (5.11) New LED lights were out of stock and will be reordered (**Chris**).

5.7 A damaged socket has been repaired by Daniel Knight.

5.8 The exterior painting will be about £1,000 (for 2015 Budget).

5.9 **Diane** to reorder J-cloths in Chris's absence.

5.10 Ray would like to give up the role of caretaker as he is nearing 80. Possible successors need to be discussed over the next few months (**Chris**).

5.11 During the meeting there was a presentation of a potential upgrade for the audio-visual system by Tony Marder of Audiovisual Southwest. This consists of at least three improvements ie a new projector (increasing brightness from 3700 to 5500 lumens), rewiring of the cabinet to accommodate same and a Clickshare dongle/button which allows wireless connection of the laptop for presentations. It was clear that the analogue projector was fading and that the new digital version was preferable and in fact less expensive than the original. The whole package, however, would cost over £7,000 and this would need careful consideration as part of the budget/next meeting agenda (**Chris**). Karen proposed thanks to Chris for arranging the presentation.

6. Any Other Business

6.1 Pat C showed some photographs of the decoration of the Hall for Val Brown's 80th including well-fitting chair covers, an artificial candelabra and vintage china (from Bigbury). It was felt these could enhance the offering of the Hall for special events.

6.2 A volunteer is needed to take the minutes at the next meeting (**Ron**).

The meeting closed at 6.05 p.m.

Signed:

Date:

The next Committee Meeting will be on Monday 9 February 2015 at 4.30 p.m.

MINUTES OF THE PARI SH HALL COMMITTEE MEETING HELD ON

MONDAY 9th FEBRUARY, 2015 AT 4.30 P.M. IN THE YEO ROOM

Present: C White (Acting Chairman), L White (Treasurer), J LeGrice (Acting Secretary), M Cater, P Crawford, S Dwyer, M Elliott, K Livett, P Macdonald, D Martin, A Martin

1. Apologies: C Delafield, N Irwin, J Munn, R Parkin, M Stickland.
Anna Martin was welcomed as a new member of the Committee.

2. Minutes

The Minutes of the 12th January meeting were approved.

3. Events

3.1 (3.1) **Folk 2 – 14th February.** Sale of tickets is not going too well at the moment. 10 am set-up. A stage is not needed and the musicians will bring their own keyboard. 10 small tables with tablecloths and candles will be arranged around the edge of the hall allowing room for dancing. The musicians will arrive at around 6.45 pm. There will be an interval at 9 pm when they will have supper provided by Pat Crawford and Midge Elliott. Lisa will provide £300 cash in hand to pay the musicians. The drinks licence has arrived. There will not be a raffle. **Chris** to buy supplies.

Tim Abel – 25th April. Sean Brown, an operatic tenor, will now be part of the trio.

Flanders and Swann Evening – October (£7 per ticket). Still needs finalizing with Alistair Durden. (**Chris**).

Racketts – 11th July. £5 per ticket. They do not want remuneration, other than travel expenses. Pat Macdonald will liaise with Pat Clarke to organise hospitality.

Cleverly Everley – 6th June. To be advertised in the April Village Voice. (**Pat Macdonald**)

Autumn Fair – 26th September. Pat Macdonald will still organise it. She stressed that the representative from each Hall User Group should emphasize to their members that contributions were needed.

Murder Mystery Evening – 7th November. Midge Elliot confirmed that it is all booked.

The **Dwyers** and the **Whites** are prepared to do travelogues on their various travels, with videos and still photos, possibly in October.

3.2 **Neill** has yet to work on increased utilization of the Hall.

4. Treasurer's Report

4.1 Lisa handed out Q1,2015, and Budget 2015. A cleaner has been paid £80 for deep cleaning the kitchen. There have been repairs to an electrical socket, and Paul Martin has repaired a cistern. £119.89 has been paid for the telephone and internet. The estimate for the external painting, which should be done this year, has been included in the Budget, but not the cost of the new projector.

We are still paying for an advert in Village Voice for the pro bono work that Beers did for the original legal work for the Hall, 10 years ago. As this amounts to £55 per year, and they are probably not even aware of this happening, this can reasonably be discontinued. **Neill** to sort out.

4.2 **Neill** has yet to decide on the charitable status of Stanborough Chorus in order for them to be charged the lower hire rate.

5. Maintenance Committee Report

5.1 (5.1) New outside tap has been fitted.

- 5.2 (5.2) The kitchen and toilets have been given a deep clean. This will be repeated when necessary. If the price is reasonable, there could be a “small” clean, possibly every month. **(Chris)**
- 5.3 (5.3) Air handling system filters to be fitted by Danny Baker **(Chris)**.
- 5.4 (5.5) Weeding at front of the Hall has not been discussed.
- 5.5 (5.6) Perspex strip has been installed in the Yeo Room. Many thanks to Paul Martin and Chris White who installed them.
- 5.6 (5.11) The decorative LED lights are out of stock. Other sources to be researched. **(Chris)**
- 5.7 (5.9) J-cloths have been re-ordered.
- 5.8 (5.10) Ray has approached Marcus Faye from Glebefield to apply for the job of Hall Caretaker. He seems, from his letter to Chris, to have experience of caretaking, and to be keen for the job. **Chris** will up-date the list of caretaker duties and responsibilities which he will e-mail to the Committee.
- 5.9 The curtains on the sunny side of the hall need re-lining as they are deteriorating with the sunlight. Ray has contacted Moysey’s who recommended Peggy Elliot to do the job. One curtain also needs re-cording.
- 5.10 We need estimates for painting the exterior. **(Chris)**
- 5.11 Projector replacement. The demonstration we had at the last meeting showed how much improved the latest model is. The full cost is: Projector - £4626, Connectivity (Click Share) which means that all elements connect wirelessly (includes I-pads, I-pods, etc.) with no cables - £1450, DVD, Free Sat Box, and cabling - £1683. Total - £7000 plus VAT = £8265.
- Chris suggested that it should all be done in one go, it would save paying for repeat visits over several years, and we have been offered free PAT testing for 1 year if done in one go. We need to keep our equipment up-to-date. The installer we have always used should be continued as he knows the system. Two days will have to be allowed for installation. The money will come out of capital.
- Chris White has talked to Councillor Ian Bramble about the possibility of a grant – he may be able to come up with £700. Also Councillor Rufus Gilbert may be able to provide something out of his Locality Fund.
- 5.12 Paul Martin is researching a Parish Website. This can prove complicated as people need to up-date sections they are responsible for on a regular basis.

6. Any Other Business

- 6.1 Diane Martin said that there is a new Keep Fit class starting on Thursday afternoons, other than on WI day. She has had several wedding enquiries. It was decided that Weddings would take precedence over “The Last Night of the Proms 2016” as we would otherwise lose money.
- She also enquired who was responsible for erecting staging for outside hirers. It was agreed that Committee members need to be around when this was done to avoid damage to the floor and to ensure the stage is erected securely. Hirers will be charged accordingly.
- 6.2 Marilyn Cater said that she is resigning from Bantham Sailing Club and would therefore not be able to represent Bantham on our Committee. It was agreed that she should stay if she would like to. Anna Martin said that she would approach Jill Stone who may be interested in representing Bantham.
- 6.3 Anna Martin said that there is a community notice-board in the telephone box at West Buckland where posters for Hall events can be displayed.
- 6.4 Chris said that Rendell’s should be asked to clean and oil the hall floor this year. It was last done two years ago.

The meeting closed at 5.45 p.m.

Signed:

Date:

The next Committee Meeting will be on Monday 16th March, 2015 at 4.30 p.m.

MINUTES OF THE PARISH HALL COMMITTEE MEETING HELD ON

MONDAY 16th MARCH 2015 AT 4.30 P.M. IN THE YEO ROOM

Present: R Parkin (Acting Chairman), L White (Treasurer), C Delafield (Secretary), S Dwyer, M Elliott, J LeGrice, P Macdonald, D Martin, J Munn, M Stickland and C White.

1. **Apologies:** Neill Irwin, Karen Livett, Anna Martin. Anna had not been able to recruit a Bantham representative and an appeal would once again be in 'Village Voice'.

2. Minutes

The Minutes of the 9th February meeting were approved and signed by the Chairman.

3. Events

3.1 (3.1) 2015 Programme

- **Folk 2 – 14 February** 51 tickets were sold and it was felt for an event like this only five more people could have been accommodated for barn dancing. Income details at 4.3. There was some concern that people had brought their own wine and that the wine bar made very little profit. It was agreed that a glass of wine would be £2.50 in future.
- **AGM – 21 April** The accounts will be approved at the meeting on 13th April. **Pat M** will produce a notice for 'Village Voice' which will be used as a poster. It was agreed that David Martin should continue to be auditor even though Anna is on the Committee. Officers are presumed to stand for three year terms. Lisa and Neill would stand again but a new secretary is needed. Diane said she would be happy to continue until June 2016 at least particularly if there was help with opening and closing from the new caretaker. Ray would be invited and presented with a cheque in recognition of his 14 years of service (agreed £250 as proposed by Lisa). Some bubbly and nibbles would be served (**Jill, Pat M**). The Chairman would also acknowledge the photograph presented by Joan Mackenzie (see 6.1) and inaugurate the new projector (see 5.9).
- **Tim Abel – 25 April** arrangements can be finalized at the next meeting. Fees are £800 for Tim plus Emma Davis (Soprano) and Conor Macallister (Tenor). It would now be a lighter cabaret style evening as the trio are currently entertaining on board P&O cruise ship Britannica. (**Pat M** to update Parish Hall News.) It was felt that this could be used in advertising and to help in the boost of both ticket sales and ticket prices ie increased to £12. **Ron** will contact Sam Acourt about *Gazette* coverage and **Diane** agreed to help to add flyers to 'Village Voice' and to obtain a licence. Additional use of the A1 boards was to be considered but Derek Brown would be asked to put one of his boards on the Green (**Ron**). Theatre-style with wine bar.
- **Cleverly Everley – 6 June.** To be advertised in the April 'Village Voice' using information from their website (**Lisa**). £250 fee so tickets will be £7.50.
- **Flanders and Swann Evening– October** (£7 per ticket) still to be finalized with Alastair Durden and may be co-ordinated with a barbershop event from a group known to the Kingsmen who are fundraising (**Chris**).
- **Travelogues – October** to be finalised

3.2 (3.2) **Neill** to work on increased utilization.

4. Treasurer's Report

4.1 Lisa handed out Q1 to date which includes income from the garden furniture event and Tiger Tooth video as well as National Trust and a private party. New equipment includes a £700 grant towards the new projector which may be supplemented by Rufus Gilbert after the election. Deep cleaning had cost £140 plus J-cloths. The electricity DD had been increased because of the winter quarter overspend (£130). Curtains had been repaired (£112.40) and a bill for £165 for parking permits was about to go out. It was agreed that a £39.37 charge on property insurance should be removed before payment.

4.2 (4.2) **Neill** to decide if Stanborough Chorus to be treated according to their charitable status and charged the lower Hall hire rate. **Neill** to sort out discontinuation of Beer's advert (£55 per year).

4.3 <i>Folk 2</i>	Income	£382.50 (51 tickets at £7.50)
	Bar Sales	£116.50
	Fee	£300.00
	Bar Expenditure	£77.30
	Licence	£21.00
	Net Profit	£100.70

5. Maintenance Committee Report

5.1 (5.2) The kitchen and toilets have been deep cleaned and this will be monitored depending on the new caretaker, Marcus Faye who takes over on 30th March (**Chris**).

5.2 (5.3) Air handling system filters are still to be fitted by Danny Baker because the wrong part was supplied (**Chris**).

5.3 (5.4) Weeding at front of the Hall has been added to the caretaker's job description/schedule of responsibilities.

5.4 (5.6, 5.7, 5.9) LED lights have been replaced; J-cloths have been replenished and curtain repairs completed.

5.5 (5.8) **Chris** will send out the updated list of caretaker responsibilities to the Committee.

5.6 (5.10) Estimates are awaited for painting the exterior (**Chris**).

5.7 (5.11) Projector replacement (£8265) to be supplemented by £700 grant; money from a Locality Fund via Councillor Rufus Gilbert might also be available post-election together with support from our new councillor, Judy Pearce (**Chris**). The installation goes ahead w/c 16 March.

5.8 (5.12) Paul Martin and Mike Bone are working on the Parish Website and a proposal will go to the Parish Council on 13 April. There would be a dedicated Parish Hall page updated by Diane and linked to the existing parish halls' website.

5.9 (6.4) Rendle's charged £815 for a full clean and oil of the floor in 2013; a two-day smaller clean in August this year will cost £597.42 and will be booked (**Chris**).

5.10 It was confirmed that the hot water temperature had been lowered.

5.11 It was proposed that Paul Martin be invited to join the Maintenance Committee. He had handled some repair jobs already and could supplement the caretaker's work on smaller jobs.

5.12 It was agreed to renew some of the play equipment (**Ron, Chris**).

6. Any Other Business

6.1 Joan Mackenzie (former Chair) has a framed picture of the old Parish Hall which she would like to donate for display. **Catherine** will write and thank her on the Committee's behalf. She has also suggested that she would fund a reprint of the Hall recipe book (from 1992) for the ten-year celebrations/fundraising. It was agreed that an appeal for recipes would go into 'Village Voice' (**Pat M**) and that **Mike** would edit the result. Historic 'Village Voice' recipes would also be used especially if recommended by readers.

6.2 Sue also said that Joan would be leaving her photographic record to the Hall and it was agreed that a form of storage was required for an archive in the loft. There were grants available to help with this (**Lisa**).

6.3 The West Buckland Keep Fit had been cancelled because of poor attendance (**Pat M** to update Parish Hall News) and badminton was more often being cancelled than being able to run.

6.4 Midge had attended a Murder Mystery Weekend at the Cottage Hotel in Hope Cove and said it was great fun. For the Hall event in November we would need to fund posters, programmes and three prizes.

The meeting closed at 6.00 p.m.

Signed:

Date:

The next Committee Meeting will be on Monday 13th April 2015 at 4.30 p.m.

MINUTES OF THE PARI SH HALL COMMITTEE MEETING HELD ON

MONDAY 13th APRIL 2015 AT 4.30 P.M. IN THE YEO ROOM

Present: N Irwin (Chairman), L White (Treasurer), C Delafield (Secretary), S Dwyer, M Elliott, K Livett, J LeGrice, P Macdonald, D Martin, J Munn, and C White.

1. Apologies: Anna Martin, Mike Stickland.

2. Minutes

The Minutes of the 16th March meeting were approved and signed by the Chairman.

3. Events

3.1 (3.1) 2015 Programme

- **AGM – 21 April** Poster has been produced. Neill will invite Ray (by phone) and a cheque will be produced for presentation within the body of the meeting. Some Prosecco and nibbles would be served afterwards (**Jill, Pat M**). The agenda would be provided on screen and the minutes would be taken as read because of their display on the noticeboard. **Neill** would also acknowledge the photograph presented by Joan Mackenzie (see 5.9) and inaugurate the new projector (see 5.4).
- **Tim Abel – 25 April** posters are just going up and a programme has been produced. Pat M said everything was straightforward and others would step in because Chris and Lisa are not available. Diane has obtained the licence and Chris will buy wine. **Pat M** will try to have *Gazette* coverage in Ron's absence. (We were sorry to hear that he had been in hospital)
- 1000 set-up; theatre-style to accommodate keyboard and two singers; wine bar. A very few tickets had been sold and there was a clash with bridge at the Golf Club. The A1 boards are going up but it was not known if Derek Brown had been approached about a board on the Green.
- **Cleverly Everley – 6 June.** Advertised in the April 'Village Voice'; will appear again in June (**Lisa/Pat M**). £250 fee so tickets will be £7.50.
- **The Racketts – 11 July.** Also to appear in June 'Village Voice'.
- **Family Fun Day – 28 July** **Neill** to approach telephone box committee about their ideas but also in June 'Village Voice'.
- **Flanders and Swann Evening– October** is cancelled. The Reckless gold-medal winning barbershop quartet are still an idea for 17th or 24th but they may need something to balance them out (**Chris**).
- **Travelogues – October** agreed that 15 minute presentations per region (Gorillas, Galapagos, Kamchatka) be planned for a free evening with donations.

3.2 (3.2) **Neill** to work on increasing utilization.

4. Treasurer's Report

4.1 The accounts for 2014 were approved at the meeting. Net income (profit) is down by £1200 but there is still £52,300 in the deposit account. It was suggested that a new examiner be approached as David Martin was concerned about no longer qualifying for the role. Lisa also handed out Q1 to date which now includes feed-in tariff (£282.67) and the grant for the projector but not the associated costs (ie £7821).

4.2 (4.2) After discussion it was agreed that Stanborough Chorus cannot be treated differently as they are a Kingsbridge-based group and that local user status was a clear demarcation. **Neill** will write to Beer's to explain that their next advert will cost £55 (per year) after 10 years of free inclusion.

4.3 Pat asked if we have too many functions and we once more revisited the discussion about the balance between events and regular users. Despite the amount of funds, a significant maintenance issue would still put a strain on resources. It was agreed not to raise fees for local users and to review events for 2016.

5. Maintenance Committee Report

5.1 (5.1) New caretaker, Marcus Faye will do cleaning and weeding as included on his schedule of responsibilities. His start date is now 3rd May and his telephone number will be circulated and displayed **(Chris)**.

5.2 (5.2) Air handling system filters still to be fitted **(Chris)**.

5.3 (5.6) A second estimate for painting the exterior is still awaited **(Chris)**.

5.4 (5.7) The projector replacement cost £600 less although the original figure of £8265 was reported inaccurately on 16th March (see 4.1 above). The radio mics are being monitored because of frequency issues **(Chris)**. Rufus Gilbert will be approached about financial support after the election.

5.5 (5.8) The Parish Website is due to be presented to the Parish Council on 13th April.

5.6 (5.9) Rendle’s need a deposit and will be booked for floor maintenance in August **(Chris)**.

5.7 (5.11) Paul Martin has agreed to join the Maintenance Committee.

5.8 (5.12) Play equipment to be renewed once agreed **(Ron, Chris)**.

5.9 (6.1) A thank you letter had been sent to Joan Mackenzie and the photo is now on display. Update on the recipe book (10th anniversary) at the next meeting **(Mike)**.

6. Any Other Business

6.1 Anna had asked the Committee about the Hall acting as a venue for *Any Questions*. Everyone was very enthusiastic and this will be passed back to **Anna** for action.

6.2 Sue asked to borrow a wheelchair and arranged for access to it.

6.3 Lisa asked for new keys to be cut for the Bridge Club cupboard; it was agreed only if the Club paid for them as they already have two (or three) sets available.

6.4 Diane agreed to take down the out of date ‘Keep Fit’ posters.

The meeting closed at 5.55 p.m.

Signed:

Date:

The next Committee Meeting will be on Monday 18th May 2015 at 4.30 p.m.

THURLESTONE PARISH HALL

Minutes of committee meeting held
7 September 2015, 4.30pm, Yeo Room

PRESENT: N Irwin (Chairman), P Crawford, A Daily (Secretary), S Dwyer, M Elliott, K Livett, P Macdonald, D Martin, A Martin, M Stickland, L White (Treasurer), C White and B Zaffiro.

The Chairman welcomed Alison Daily as the new Secretary.

1. Apologies received from J Le Grice and R Parkin

2. Minutes of meeting held 6 July were approved and signed by the Chairman.

3. Events Programme 2015

- **Cleverly Everly** - They are unable to be contacted. Will draw a line through this unless they contact us, then can reconsider them for next year. **(Chris & Lisa)**
- **Racketts Band (11.7.15)**. - This was a good evening, profit made of £155, which could have been increased by a higher ticker price. **(Pat M)**
- **Family Fun/BBQ (28.7.15)** - This went well, weather helped by not being too hot so people didn't stay on the beach. Tickets worked well especially for children. Paul Martin found new game for next year. Telephone Box Committee confirmed will provide food again next year. This requires a great deal of effort and money on their part; they laid out £200.98 in expenses. Mike asked if they had been thanked, Lisa had thanked them, but Neill will check if officially done. **(Neill)**
- **Autumn Fair (26.9.15)** - Everyone accepted the letters of invitation. Hall to be set up at 9am so tables ready by 10am. Bridge Club providing Tombola, W.I produce and Midge Bric a Brac. Neighbourhood Plan will have a table in the corner to bring people up to date and remind them to attend the meeting on Tuesday 29th as an announcement will be made. A lady from the school has asked if she can collect for Syria, Chris asked if something like Syria this should be part of this, all agreed do not want a precedent to be set. There will be a minimal charge for teas, as donations did not work last year and will be served through the hatch with tables in the hall. Lisa asked if date for fair could be reconsidered for next year as it is too close to the MacMillan coffee mornings provided by the W.I. and Hotel, who have also asked W.I. to provide cakes, she told them the Parish Hall is her first priority. Proposed date for next year is 24 September. **(Pat M)**
- **Reckless (19.9.15)** - This event replaces Flanders and Swann. All under control but ticket sales slow as people are away and in spite of e-mailing organisations thought to be interested has heard nothing. 54 tickets booked so far. Volunteers required to set up stage at 10am **(Chris)**
- **Murder Mystery (7.11.15)** - Received programme and solution form which need to be printed, Village Voice will help with this. There will be 3 prizes, 1st, 2nd and a booby prize. Supper will be for 6. May have to borrow a Victorian style table and chair. **(Midge)**
- **Travelogues** - This will not be happening this year as Chris is struggling with all his other commitments.
- **10th Anniversary Lunch (5.12.15)** - All under control. **(Pat M)**

- **Next Years Programme** - Draught programme to be drawn up for next meeting, propose number of events be kept to a minimum as hard work for the committee. (Neill)

4. Treasurer's Report

Reports for the Q3 circulated.

Bank interest due end of the month. Feed in Tariff also due. £500 Donation received from Jeanne Barton estate, event income already discussed. 3 wedding bookings including Saturday each generating £300. School haven't paid for use of car park or hall and stage, they are usually very good will invoice again. Non-parish – J D Andrews held 2 funerals at £10 per hour, delighted with the Hall so more could be held. Also hired out table and chairs. No equipment or cleaning materials purchased. Telephone bill due at end of the month. Electricity bill interesting went from £107 to £161 per month until August then £132 thereafter, but August payment cancelled but refunded £129. Water rates ok.

Repairs £13 for weed killer and £597.42 for oiling the floor. Uncategorised expenses were printer ink for Village Voice. Ahead on budget, there is £5242.73 in the current account and £52000 on deposit. Bill Clarke received letter asking for comment on licencing laws as still down as the Licensee, even though, South Hams council know Diane deals with the licence. The Liability Certificate on the board is out of date; **Lisa** will deal. £700 received from District Councillor Ian Bramble for new projector but have been asked why Rufus Gilbert not been approached this was delayed due to election, **Chris** will now do this.

Jeanne Barton letter was circulated.

5. Maintenance Committee Report.

All outstanding issues resolved but 2 new ones received this weekend. A strange crackling on the audio system and one of the ladies loos is leaking.

After due consideration the extra access to the loft is not a viable option.

Concern raised over the surface of the car park for wheel chair users, suggestion was could this be concreted over which would prove costly.

6. Recipe Book.

Disappointing response from Parish so far in spite of article in Village Voice. Deadline of the end of October, so book will be available at the anniversary lunch. Mike given a copy of previous book and suggestion made of using recipes from old editions of the Village Voice. Some members of the committee will also provide additions. Discussion on the format of the book but will need to ask Joan Mackenzie how much is she willing to give to fund the book (Mike)

7. Parish 'Open Gardens'.

The Cooks are happy to open their garden so now have 2 gardens. **Pat** will ask Sally Martin. Article will go in VV asking for volunteers. Approach will be made regarding the inclusion of Rectory Garden. 6 maximum taking no longer than 40 minutes each. Cream teas at the Hall. (Sue)

8. Hall Keys. An up-to-date list of key holders will be provided and sent to Neill and Alison. No more keys to be provided as expensive. (Lisa)

9. Bridge tables. Now in store cupboard, which is kept, locked.

10. Dates for meetings 2016.

These will be drafted by Neill and Alison bearing in mind Parish Council meetings and produced for agreement. **(Neill & Alison)**

11. Hall Secretary.

Alison already welcomed.

12. Any Other Business

Pat C said her hot dog roll at the Family BBQ was very stale, other people had the same experience, has this matter been conveyed to the Telephone Box Committee. Other members said theirs were fine so matter was duly noted.

Date of next meeting – 19 October 2015, 4.30pm in the Yeo Room.

The meeting closed at 5.45pm.

Signed.....
Chairman

Date.....

THURLESTONE PARISH HALL

Minutes of committee meeting held
19 October 2015, 4.30pm, Yeo Room

PRESENT: N Irwin (Chairman), P Crawford, A Daily (Secretary), S Dwyer, M Elliott, J Le Grice, K Livett, P Macdonald, D Martin, R Parkin, M Stickland, L White (Treasurer), C White and B Zaffiro.

1. Apologies received from A Martin,

2. Minutes of meeting held 7 September. There were a couple of amendments. Autumn Fair should have read W.I. doing the cake stall and Horticultural Society the Produce stall. Parish Gardens should have read, Lisa will ask Sally Martin. The Chairman then signed these.

▪ **3. Events Programme 2015**

- **Reckless (19.9.15)** – Excellent evening attended by 75 people, which made a profit of £200. Supporting act also very good. Afterglow in Village Inn was good fun. **(Chris)**
- **Autumn Fair (26.9.15)** – This made £710 profit, which is remarkable given the disappointing number of attendees. It is always a nice social event with a good mix of people. Having the tables in the hall for teas also helps. **(Pat M)**
- **Murder Mystery (7.11.15)** - Village Voice kindly printed the proper programmes, which gives a synopsis of the play and a solution form to be completed on the back page. Posters went out last week including the supermarket. Some tables already booked. First act starts at 7.30 with interval for BYO supper at 8; cast will eat their supper in the hall, provided by Midge and Pat. The cast will walk round and talk to people before resuming at 8.30. Once acts finished the cast will reassemble and give an epilogue providing the reasoning and solution to the murder. There will be 3 prizes of wine, chocolates and a booby prize. Midge will buy paper tablecloths and napkins more befitting the Victorian era, Hall candles to go on tables. Help required setting up tables at 9am, the stage is not required, Anna and David Martin have already offered help. The sisters running the murder mystery will also be there. The area under the clock will be used for their performance and the cast will arrive at 5.45 to change, Yeo Room to be used as Green room. **(Midge).**
- **10th Anniversary Lunch (5.12.15)** –will not be buying food until have an idea of numbers it is still early days. Decided there should be 10 complimentary tickets given to specially invited guests. Pat to draw up a list. **(Pat M)**
- **Next Years Programme 2016** – Events agreed were AGM in May, Open Gardens in June, Family Fun July, Autumn Fair 17/9/2016 and Gilbert and Sullivan Evening in November. Other suggestions put forward were Tim Abel, Ukulele Orchestra, Porter Family, Spiffing Tunes, Armada Jazz Band and High Society. Committee to send in suggestions, which will be looked at during the next meeting. (Neill)
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4. Treasurer's Report

Reports for Q3 and Q1 to 4 circulated. Events income already discussed. Feed in Tariff received. Uncategorised expenses of £161.48 were printing for Kingsbridge Bowls Club and the colour front pages for Village Voice. Electricity bill is now £132. Rendles were paid £597.42 for the floor, £75 for trimming the front hedge.

Q4 Repairs - CCTV 2 call outs and replacement of damaged rope light. Uncategorised cost was for ink cartridges.

£7736.33 in the current account, £52,518.14 on deposit with £142.70 to be banked. General discussion held on interest rates. £500 received from Devon County Council towards new equipment. Neill asked why telephone and Internet has increased; this was down to BT, likely to increase further when village gets superfast broadband. Telephone not working can only be used for emergency calls, Chris to investigate. Loss showing is due to the purchase of the projector.

5. Maintenance Committee Report.

Crackling on the Audio system has not recurred.

Leak in Ladies loo has been resolved

CCTV needed two visits to solve problem with recording.

2 quotes requested for the provision of extra disabled parking space, no response so far.

Still having problems with Click Share but Tony not back until 9 November.

Had reports that door keypad not working, have to be careful key is not overturned in the lock as this locks keypad.

It was decided to restrict the use of the rope lights to the Hall after previous users tried to pull them off the ballet bars after they had been twisted round them. Need to be careful if the end of the rope comes off, as they are live.

6. Recipe Book. Due to the very poor response of only 35 recipes received in spite of best efforts this will be abandoned. Joan MacKenzie had sent word with Sue she wouldn't want it to go ahead unless there were enough recipes. Mike will go and see Joan to explain the situation and thank her for her generous offer. Joan was instrumental in bringing the old hall back to life and was very proud of it. Suggested she be given a special invite to the Anniversary lunch. **(Mike)**

7. Parish 'Open Gardens'. Gardens confirmed are Sue's, the Cooks, Old Rectory gardens, (a member of the committee will be required to man the entrance) and Warren House, providing they haven't got tenants. Vera Pailthorp has offered her garden for teas. Date decided was Sunday 19 June 2016 from 10 till 4. Sue would like a few more gardens. A map will be produced and herbaceous plants will be on sale. **(Sue)**

8. Hall Keys. New up to date list with Diane who will e-mail to Neill and Alison. List needed on record in case of eventualities. **(Diane)**

9. Dates for meetings 2016 –list of agreed dates will be sent out with the minutes **(Alison)**

10. Any Other Business

- Steve Woodcock coming in to clean the carpet. **(Chris)**
- **Drinks Licence** – would it be more cost effective to have a permanent annual licence such as South Milton. Currently pay £21 about 6 times per year, not sure if it would be any cheaper. **(Chris)**
- Document received from South Hams D.C. inviting comments with regards to the licencing laws. We will not be making any comment. **(Chris)**
- More help required with taking down stage and clearing chairs after events as struggled after Reckless. **(Chris)**
- Date for Autumn Fair required for the diary, 17 September 2016 agreed. **(Diane)**
- **Judith** asked if we are to take security deposits for weddings out of the area? £50 will now be required. The different rates are on new website, do we want all these to be in the public domain. Diane will get Paul to e-mail the page so it can be looked at the next meeting. **(Diane)**
- At the Autumn Fair Midge was given a large aerial view photo of Thurlestone and wondered if anyone could think of a use for it other then giving it to the charity shop. She will bring it to the next meeting for everyone to look at. **(Midge)**

Date of next meeting – 7 December 2015 4.30pm in the Yeo Room.

The meeting closed at 5.50pm

Signed.....
Chairman

Date.....

THURLESTONE PARISH HALL

Minutes of committee meeting held
7 December 2015, 4.30pm, Yeo Room

PRESENT: N Irwin (Chairman), P Crawford, A Daily (Secretary), S Dwyer, J Le Grice, K Livett, P Macdonald, A Martin, D Martin, M Stickland, L White (Treasurer),

1. Apologies received from M Elliott, R Parkin, C White & B Zaffiro.

2. Minutes of meeting held 19 October agreed and signed.

▪ **3. Events Programme 2015**

- **Murder Mystery (7.11.15)** – This was a profitable event with 78 tickets sold. It was a very enjoyable evening though some people sitting round the edge of the hall had problems hearing some of the cast due to one having to read from a script and another who was loosing her voice. If Chris had been made aware he could have put microphones round to solve this problem, a hand mike was used in the second half. Neill asked if this is the type of event people would like on the programme, everyone agreed it is something different (**Midge**).
- **10th Anniversary Lunch (5.12.15)**. This was well attended by 96 people, 94 of which paid £6. A breakdown of expenses was given out and this showed a profit of £268.59. 6 special guests attended District Councillor Judy Pearce, 2 ex Hall Chairman Rowland Cole and Ron Parkin who attended with his wife Jo. Ex Chairman of the old Hall Joan Mackenzie and Ex Parish Council Chairman, ex committee member and member of hall maintenance Peter Hurrell. Special thanks go to Pat MacDonald who purchased pate, Sue Dwyer who sourced all the cheese at a very favourable price. Judith Le Grice for purchasing bread, fruit and salad. Alan and Alison Daily for cleaning all the tablecloths prior to use. All the committee helped to set up the hall. Malcolm Le Grice for the video, which ran throughout the Luncheon. Joan MacKenzie for her photo albums, which she has donated to the hall. John Sterry of South Milton who played the piano throughout. The very little remaining food was sold off. Thanks were given to everyone for their great teamwork (**Pat M**)
- **Next Years Programme 2016** – Events agreed were AGM 3 May, Open Gardens in 19 June, Family Fun 26 July, Autumn Fair 17 September and Gilbert and Sullivan Evening on 12 November. Various other suggestions had been received by Neill which he will take away and put a list together which he will send out to everyone so potential events can be contacted for their availability
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4. Treasurer's Report

Reports for Q4 were circulated together with Q1 to 4. Yeo Room commercial was for Charles Head. Uncategorised income was for printing front cover for Village Voice and £2 Chris was paid for a Teamakers job. Grant of £500 received from Devon Council given towards the Projector. Diane was allowed a new diary; Telephone was money out of the box. Repairs are for £244.80 for CCTV and £32.25 for new rope lights. Stain on Carpet in Yeo

room has been cleaned twice but will need further treatment. TV Licence fee paid. Bank interest is due in the middle of January as is the Feed in Tariff. December bookings are fewer than rest of the year but have done well overall. The projector is still showing in the figures from Q2 but if taken out of the equation there would be a profit of about £4000. Current Account £7886.19, Deposit account £52,518.14 and money to be banked 1105.50 less cheese and wine expenses of £306.91.

Discussed suggestion about obtaining a licence for weddings, Mike will look into the costs involved to see if viable. Only 2 wedding receptions booked for next year so far.

5. Maintenance Committee Report.

Telephone is now working.

2 quotes received for 2nd disabled parking space of £1375 and £1600, though costs seem high it needs to be done properly. Also need to ensure there is adequate lighting. Pat Crawford bought up the issue of people using the existing space correctly by ensuring the first car parked is parked at the back to enable a second car to be packed in front, as she had to park by the Garage and didn't have a torch so felt very unsafe..

Click share – Chris trying to get in touch with Tony for suggestions but it worked last time used.

Light isn't working in the Ladies loo.

Hall is generally looking a bit grubby especially round the edge and in the corners. Floor also not always clean when Exercise class takes place on Monday mornings. Chairman requested Chris to carry out an audit.

6. Parish 'Open Gardens'. No further gardens put forward but Sally Martin is concerned about Public Liability as there are steep steps in her garden Sue and Pat M will discuss this with her.

7. Hall Hire Charges – Discussion on whether the Parish website should list all charges for the hall as concern was raised over showing the preferential rate for locals. Decided to leave it to Webmasters Paul and Mike to use their discretion after discussing with Diane. Chairman asked if anyone had seen the website and said it was a job well done. Website address Thurlestoneparish.co.uk

8. Hall Keys. – Neill asked that all the keys, 3 masters and 9 front door keys could be tagged and listed to all the individuals who hold them. **(Diane)**

Date of next meeting – 11 January 2015 4.30pm in the Yeo Room.

The meeting closed at 5.35pm

Signed.....
Chairman

Date.....

MINUTES OF THE PARISH HALL ANNUAL GENERAL MEETING
HELD ON TUESDAY 21 APRIL 2015 IN THE PARISH HALL

Present: N Irwin (Chairman), L White (Treasurer), C Delafield (Secretary), M Elliott, K Livett, J Le Grice, P Macdonald, A Martin, D Martin, J Munn, R Parkin and M Stickland + 23 members of the public.

The Chairman welcomed everyone to the meeting which commenced at 6 p.m.

1. APOLOGIES

Apologies were received from Sue Dwyer, Jane Stanley and Chris White.

2. MINUTES OF THE 2014 AGM

The minutes of the previous AGM held on 25 March 2014 had been on display on the Parish Hall noticeboard and were taken as read. Kit Marshall proposed they be accepted, seconded by Al Parker. The Chairman signed and dated the minutes.

3. MATTERS ARISING FROM THE MINUTES

There were no matters arising.

4. CHAIRMAN'S REPORT

The Chairman, Neill Irwin, thanked everyone for their participation in Hall activities including his Committee and its Officers as well as those who were regularly involved in setting up events and providing refreshments. This was agreed by all present. Special thanks were given to Ray Tavender who has been caretaker for 14 years and will now retire. Neill presented Ray with a cheque as a token of appreciation and said that he hoped people would stay on for a drink afterwards to acknowledge Ray.

Neill also thanked Joan Mackenzie for the framed photo of the award-winning old Hall which has been displayed in the Yeo Room. He continued by explaining that there were two ways in which fund-raising took place – through one-off events and through regular use of the Hall. He also pointed out that it was a local amenity for the parish of Bantham, Buckland and Thurlestone and that local users could use the building at a discount. He then outlined the events for 2015 including a tenth anniversary lunch on 5 December.

5. ACCOUNTS FOR YEAR ENDING 31.12.14

Copies of the current Trustee Report and Accounts were circulated. Although income is down on 2013, expenditure has remained steady. Treasurer Lisa White said the Hall has a surplus on the year of some £2646, of which £2224 is down to the solar panels on the roof which have proved a tremendous return on investment. The new accounting system has also proved very worthwhile saving time and expenditure. A donation of £100 after the World War 1 exhibition was received with gratitude.

The utility bills are being monitored and the repairs bill reflects the storm damage at the beginning of 2014 as well as the internal redecoration. Quotations for the external redecoration are being obtained for 2015. Fresh chippings have been laid in the car park and the School will now contribute £75 towards these costs.

The commercial renting of the hall to outside organisations and for wedding parties reduced in 2014. Hiring rates are competitive but it is not the intention to raise hiring fees at present. The Treasurer thanked David Martin (Independent Examiner) and proposed the adoption of these accounts seconded by Ron Parkin and agreed by the meeting.

6. ELECTION OF OFFICERS

The Chairman (proposed Pat Macdonald, seconded Mike Stickland) and Treasurer (proposed Anna Martin, seconded Ron Parkin) had agreed to stand again and were elected by the meeting. The position of Secretary remains vacant and the Chairman asked if someone would come forward at a later date. He thanked Catherine Delafield for her service as Secretary.

7. ANY OTHER BUSINESS

7.1 Joan Mackenzie proposed that a second disabled parking space be created and the Chairman agreed to look at the details with her and put the item on the agenda for the Committee.

7.2 Ron Parkin recommended the use of the Hall for indoor play.

7.3 Ray Tavender suggested that a store room hatch should be built to assist access for maintenance. This would be passed to the Maintenance Committee.

The meeting closed at 6.25pm.

Signed..... Date.....

THURLESTONE PARISH HALL

Minutes of committee meeting held
11 January 2016, 4.30pm, Yeo Room

PRESENT: N Irwin (Chairman), P Crawford, A Daily (Secretary), M Elliott, K Livett, P Macdonald, A Martin, C White, L White (Treasurer), B Zaffiro.

1. Apologies received from S Dwyer, J Le Grice, R Parkin, and M Stickland

2. Minutes of meeting held 7 December contained errors and were amended as follows:
Treasurer's **report** Feed in Tariff is due in December not January as stated.

Section 5 should have read that even though Pat Crawford had a torch she felt frightened.

Parish Open Gardens - Lisa White and not Pat MacDonald will discuss Public Liability with Sally Martin.

Events Programme 2016

- **Murder Mystery (7.11.15)** – Midge was unable to report on this at last meeting. The cast member's voice was not as bad in the morning and was unaware that a stand in would also be used. Chris picked up very quickly the need for a microphone. Lesson learnt is always use a microphone. Neill reiterated what a good enjoyable evening it was.
- **Events Programme for 2016 – see separate attachment for list of events.** Neill contacted IMS Prussia Cove and was told to enquire via their website but received no reply. Spiffing Tunes confirmed at a cost of £500. Racketts are returning in July at a cost of £350. Tim Kliphuis is touring so would prefer the end of the year, Judith suggested October when there are Saturdays free, but not heard back yet. No news on High Society as yet. Anna has spoken with Groove Line and they are keen to be included in our programme and can change their repertoire to suit the audience. There are 7 of them and include professional musicians, Anna will find out costs and if agreeable ask if they could perform in March as 3 available dates at present. Neill expressed concern charges appear too be on the increase and need to bear this in mind. PS Groove Line would play for £500 but unable to do March but can we bear in mind other dates or any cancellations.

4. Treasurer's Report

Q4 and yearly report circulated, December invoices now included. Not much happened since last meeting apart from Anna busily replacing items in the first aid kit.

Net income shows as a minus because of the £8000 paid out of the current account for the projector. We have done better than expected and there will be about £4000 profit, which includes £2202 from the Feed in Tariff. Uncategorised expenditure of £89.99 was for ink cartridges. Feed in Tariff paid in December was £364.03. Don't know the interest amount on the deposit account yet but should be around the £60 mark. Beers advert for £55 per annum, Neill spoke to them and they were unaware it wasn't being paid; Jo Parkin will send an invoice to them.

5. Maintenance Committee Report.

Disabled Parking Space – Simon Hurrell given the task at cost of £1375. It will be a high specification and consist of 6-inch reinforced concrete. Pat Crawford suggested painting in angled bays so 3 cars instead of 2 could be accommodated. Chris will look into the practicality of this.

Click share – Tony coming on Friday 15th January and will move receiver from the cupboard to the top of the projector to hopefully cut down on interference.

Light is working in the Ladies loo.

Chris had a good look round the hall, floor looked fine but dust in corners, the skirting boards and dado rail looking scruffy but hasn't been painted since hall built, will task Marcus to clean it and then look at whether will need repainting. Kitchen not too bad though lower cupboards need attention where they get splashed. Neill emphasised the need to keep the hall looking good. Complaints received from some of the exercise classes, as floor has been sticky and messy. Diane has forewarned Marcus about late booking finishing at 6 on a Sunday and the need to clean it for the NIA class on the Monday morning.

Bulb in emergency light has been replaced.

Shutter in kitchen not yet serviced, the company have been chased.

Lisa raised issue of a Bridge Club member not being able to dial 999, Robin and Vlod also tried but failed. They were aware of the need to dial 9 for a line before dialling 999. Difficult to test so Chris will speak to BT.

6. Hall Hire Charges – Paul Martin looked at other websites and they include local rate so Diane thinks this is what Paul will do.

7. Hall Keys. – Diane supplied tags to key holders present; she has a couple more to buy and will then provide a list. **(Diane)**

8. Ariel Photo – General consensus was to hang the photo in the Yeo Room and add date when taken.

9. Diane Martin gave prior notice her 3 years in the post of Bookings secretary is up at the end of June and will be stepping down to pursue other things. Neill thanked her for all her hard work and said she will be missed. Post to be advertised in Village Voice, Chris will send out an e-mail and posters put up in the village. In Neill's absence Diane will be point of contact.

10. First Aid Kit – now well stocked and in Kitchen behind the door. Includes plasters and Anna is trying to get some more dressings. **(Anna)**

11. Defibrillator – Anna asked if the committee would be prepared to site a Defibrillator near the entrance to the hall, have until the end of March to apply for funding and Anna is willing to do this. Committee agreed. **(Anna)**

12. Thurlestone website – Neill once again said how impressed he was, it made for very interesting reading especially back copies of the Village Voice. Diane said January and February bookings now shown but still under construction so Diane not currently using it at the moment.

13. A parishioner came to pick up grandchildren from the hall and found children playing in the store cupboards because there is nothing stating this is not allowed. Something could be put in the letting conditions. **(Chris)**

14. Ray still attends maintenance meetings even though he has retired and also stands in for Marcus, should we give him a token. As Public money need to draw a line otherwise a precedent could be set.

15. **Super Fast Broadband** - Do we have permission to upgrade and pursue this to find out how much it will cost. **(Chris)**

16. **Elliot Veal** not paid for November and December. Diane will contact him **(Lisa)**

17. NSPCC want to hold a Down to Earth Jumble sale in April, how much will this cost. They will be charged £7ph as charity; there are two dates available in April. **(Pat C)**

18. Neill away for 3 months from Thursday and asked for volunteer to stand in as Chairman in his absence, hoping to ask Mike Stickland who was not present at the meeting so will contact and ask. **(Neill)**.

19. Neill has written a thank you note to the couple from the Barns for the donation of the glasses.

20. The son of Jose Pedrick, a previous caretaker of the hall who died last month, has asked if a memorial bench could be put in the car park. There is space for it; Pat will correspond with the son to discuss details **(Pat M)**

Date of next meeting –8 February 2016 4.30pm in the Yeo Room.

The meeting closed at 5.35pm

Signed.....
Chairman

Date.....

THURLESTONE PARISH HALL

Minutes of committee meeting held
8 February 2016, 4.30pm, Yeo Room

PRESENT A Daily (Secretary), M Elliott, K Livett, P Macdonald, A Martin, R Parkin, M Stickland (Acting Chairman), C White, L White (Treasurer), B Zaffiro.

1. Apologies received from P Crawford, S Dwyer, N Irwin (Chairman), J Le Grice, and P MacDonald.

2. Minutes of meeting held 11 January 2016 agreed and signed.

Events Programme 2016

- Grooveline confirmed at a cost of £500 for 19th March and will be a BYO with tickets at £10. They will require a stage the size of which will be confirmed at the next meeting. They will play from 8-9pm have half an hour break and then continue from 9.30 to 10.30. Anna will provide sandwiches for them in the interval. A working party required to erect the stage at 9.30 on the day. **(Anna)**
- High Society booked for 3rd December at cost of £420 and they will play from 7.30 till 10.30 with an interval this will also be BYO and suggested price of tickets is £10. **(Judith)**
- Tim Kliphuis unable to be contacted as he is touring, decision taken to postpone until next year. Can committee look into a replacement by the next meeting? The WI is looking into holding a Curling evening on 15 October and is waiting to hear if they can hire equipment so could be a possibility.
- Should the Hall do something to mark the Queen's 90th birthday, Diane will look on the appropriate website for dates and this can be discussed again at the next meeting. Matter was also raised at the Parish Council meeting. **(Diane)**

4. Treasurer's Report

Final figures for Q4, account comparison between 2014 and 2015 and Q1 for 2016 were distributed. Overall not a bad year considering £8000 paid out for the new projector and only leaving a deficit of £2255 for the year. FIT still gave us a good return in spite of weather not as good as last year and this helps towards a healthy bank balance. Ron raised the point that the Hall was set up for the entertainment of the Parish and not as a profit-making organisation, so we shouldn't be too worried if events run at a loss occasionally. Charities Commission told we would like to keep about £40,000 in hand for replacing costly items or repairs. Mike suggested some of the excess could be used to purchase lapel microphones.

5. Maintenance Committee Report.

- Disabled Parking Space – Waiting for a date from Simon Hurrell, all specifications and cost agreed. An additional light will also be installed on the building.
- Click share – Tony came back but couldn't move base near projector as only one HDMI socket, there is a technical way round this but he didn't have the equipment

with him so moved it to another position in the cupboard and will see if this is an improvement.

- Cleanliness of the Hall - there are two outstanding items, which will be discussed at the next maintenance meeting. After complaint from the NIA class the floor is being cleaned.
- Valve on radiator in Yeo Room is broken.
- Issue with dialling 999 may be solved as supplier changed from BT to PlusNet and should be a standard line instead of having to dial 9 for an outside line. Chris will report back. New phone number is 562189.
- Anna raised issue of the door being unlocked when she came to the hall for the Heartstart demonstration. Marcus does come up and unlock the door prior to a booking.

AOB

6. Bookings Secretary - No response, in spite of appearing in the Village Voice and being mentioned to a few people. Consensus is the position is time consuming and they will be required to open and lock up, which they don't. Put in the Village Voice again with brief description of what is entailed and also use the banner on the website. May need to rethink at next meeting. **(Diane)**

7. Defibrillator – Too late for funding, we could wait to see if any further schemes become available. Mike suggested the Hall could purchase one ourselves, as bank balance is healthy. Anna will look into details and costs for next meeting for further debate. **(Anna)**

8. Super Fast Broadband – Now been installed and switched to PlusNet as tariff is cheaper, receiving 40meg. Chris will test it. Password will be given out on a need to know basis. **(Chris)**

9. Memorial Bench for Jose Pedrick. Photo of bench sent to committee with words to be engraved on the plaque. Bench is of a composite material so very low maintenance. Decided to place under the window outside the Yeo Room and move the WI bench outside the main Hall with the other one.

10. Storing Tables – matter raised by Robin MacDonald as to the storing of tables in the small store cupboard and whether committee happy with tables being left up in the Yeo Room. Reason room had to be emptied was to accommodate a ballet class which is no longer relevant. Decision taken to leave 4 tables up in the Yeo room and put 2 big tables and 1 small table in small store cupboard with the bridge tables. A new sign to this effect will need to be put up on door. This will liaise with Marcus.

11. First Aid Kit – After all Anna's hard work bringing the kit up to date, a brand new one arrived from the Community Council of Devon which we haven't been a member of since 2013. Would be useful to re-join as cost is only £50 a year as they would provide a link from their generic website to our own. Anna will merge some items into the new case and keep remainder for replenishment.

12. Lisa received e-mail from Sue Bain who runs the Line Dancing Club saying members of her class are having difficulty finding a parking space or were blocked in by parents from the school. This is a difficult matter to solve but Chris to talk to Marcus about monitoring this. When Neill is back, will need to come up with some sort of action.

Date of next meeting – 14 March 2016 4.30pm in the Yeo Room.

The meeting closed at 5.48pm

Signed.....
Chairman

Date.....

THURLESTONE PARISH HALL

Minutes of committee meeting held
14 March 2016, 4.30pm, Yeo Room

PRESENT P Crawford, A Daily (Secretary), S Dwyer, M Elliott, J Le Grice, K Livett, P Macdonald, A Martin, R Parkin, M Stickland (Acting Chairman), C White, L White (Treasurer).

1. Apologies received from N Irwin (Chairman), B Zaffiro.

2. Minutes of meeting held 8 February 2016 agreed and signed.

3. Events Programme 2016

- **Grooveline (19/3/2016)** – All 7 of the band will be performing. About 72 tickets sold so far, Anna and Lisa will liaise to ensure no duplications. Working group of 3 for stage and lights with help from some of the band members. Anna asked for help setting up tables. **(Anna)**
- **Open Gardens – (19/6/2016)** - Sue has 6 gardens including her own. Vera Pailthorp will provide teas. W I taking out additional insurance which should cover Sally Martin's concerns with regards to the steepness of her garden. A disclaimer could be put on the bottom of the information sheet. Decided should be between 1pm and 5pm and sheets could be collected from either the Parish Hall or possibly the Church Hall which is more central but would incur a small charge. Sue will also be selling perennials she has potted up. Posters in the next two editions of the Village Voice. **(Sue)**
- **Spiffing Tunes (14/5/2016)** - Advert also required for Spiffing Tunes in Village Voice. **(Mike)**
- Mike confirmed The Porter Family was available on 15 October but this clashed with the Curling event being organised by the W I. It was decided as we already have 8 events planned this would suffice.
- **Queen's 90th birthday** – Ron to speak to the Houghtons to ascertain if the Telephone Box Committee are organising anything. The Hall is available on 11 June if required. Buckland are having a street party. **(Ron)**.

4. Treasurer's Report

Statement of Financial Activities and Balance sheet for 2015 and Q1 for 2016 were circulated. Cheque a/c holds £10,428.43 and Deposit a/c £52,571.71. Lisa noticed stock of oil is wrong and will do an adjustment. She is hoping Gavin Price will check the books. Starting to receive money for parking permits for the cottages except from the new owners of April Cottage. A £60 donation was received from George Hubbard. Uncategorized Income is £4 for Teamakers when Chris helped out Jan Meredith. Events £50 is the deposit for High Society. Wedding was Simon Hurrell's in main hall. New equipment – reflective tape for bollards and new part for rope lights. Telephone and Internet has reduced slightly as changed provider to PlusNet. Paid out for cleaning materials and property insurance. Electricity going up to £147 a month, but will probably come down later in the year. Lisa will look into getting another supplier.

5. Maintenance Committee Report.

- **Disabled Parking Space** – Work started today. Pat Crawford asked how the parking bays would be facilitated, could there be more than 2 spaces. Chris will wait until work finished so he can evaluate the most effective way to provide spaces.
- **Click Share** – Worked well for wedding. Tony hoping it will be more reliable now it has been moved. Members of the committee could be trained on this so can be used by others using the hall such as the W I.
- **Cleanliness of the Hall** – Problem after the wedding when Chris and Diane had to clean floor, has since settled down. Chris looking into the possibility of getting a Floor Cleaner and has spoken to PWS who provide our cleaning materials, waiting for them to get back, should then be able to get it at trade price. Midge raised the issue of the cleanliness of the kitchen, which was not in a pristine condition that morning, in particular the condition of the washing up bowl and round the sink. Mike proposed the purchase of a new washing up bowl and for the kitchen to be deep cleaned every 6 months, which was agreed. Also dishwasher tray needs to be replaced as rusting. New spoons and mugs needed, Judith and Karen to carry out an audit of cutlery, cups and mugs. Round silver trays missing, Diane to ask the last users of the Hall if they inadvertently took them home. Ron suggested someone could take a regular inventory.
- **Hearing Loop** for the amplifier has been ordered and will in on 12 April.
- **999 Calls** - Chris is sure problem was with the BT line, no longer have to dial an outside line but how do you test it, has to speak to PlusNet on another matter so will raise it with them.
- **Printer** – As unable to get replacement parts for old colour printer which the Parish Council purchased for us 10 years ago, the Editor of the Village Voice has purchased a new Laser colour Printer which is now in the cupboard, the old one is with Chris who will continue to use it for posters until toner runs out.

AOB

6. Bookings Secretary – Still no response. Discussion took place as to whether this should be a paid position, would rather not do this unless necessary, advert will go in Village Voice stating a small remuneration could be given and see if this prompts any response. Position needs to be made interesting to appeal to the right person, Diane will note down how many hours the duties take her and update the job description. Diane has done a very good job. **(Diane)**

7. Defibrillator – Anna not had a chance to look any further but was told the British Heart Foundation may be supplying more funding so did she have the committee's permission to apply as soon as she hears. Permission given. **(Anna)**

8. Super Fast Broadband – Permission given to upgrade to 80 mgs. **(Chris)**

9. Memorial Bench for Jose Pedrick. - Pedrick family hoping to install bench on 7 April will let us know exact time shortly. Chris or Paul Martin will attend with Alison. WI bench has already been moved and Karen has spoken to Peter Hurrell about painting both WI

benches which he will do now weather improving. Benches also have nails sticking up which need to be checked. **(Chris)**

10.Parking- Leaflet put on cars stating car park for Parish hall use only and now seems to be less of a problem. Mike carried our research of his own and found cars parked with permits 5 years out of date. These are renewed every year so need to be monitored.

11. Neighbourhood Plan – Kit Marshall asked what our requirements would be for the future both practical and impractical – More parking, bigger revamped kitchen, more storage. Neill would like more groups such as Brownies and Scouts. More enquires are coming through the website, new Pilates class starting on 11 April. If anyone comes up with any more ideas send it to Alison.

Date of next meeting – 14 March 2016 4.30pm in the Yeo Room.

The meeting closed 6.01pm

Signed.....
Chairman

Date.....

THURLESTONE PARISH HALL

Minutes of committee meeting held
18 April 2016, 4.30pm, Yeo Room

PRESENT A Daily (Secretary), S Dwyer, J Le Grice, K Livett, C White (Acting Chairman), L White (Treasurer). B Zaffiro.

1. Apologies received from P Crawford, M Elliott, N Irwin (Chairman), P MacDonald, A Martin, D Martin & M Stickland.

2. Minutes of meeting held 14 March 2016 agreed and signed.

3. Ron Parkin

Committee were very sad to hear of Ron's death. He was the most amazing member of the committee and will be sorely missed by all. Even though he didn't initiate the building of the new hall, he masterminded the process and it is due to him the new hall is here. He said he would rather be criticised for spending money on something that may not be used rather than be criticised for doing nothing. He wanted the hall to be used for the benefit of the village and not as a profit-making organisation. He worked for the Hall right until the last and we will carry on with his legacy, as he would have wished. Service is being held at the Church at 2pm on Saturday with refreshments at the Parish hall afterwards. Lisa said with everyone's agreement she will not charge for the use of the hall. Agreed.

4. Events Programme 2016

- **Grooveline (19/3/2016)** – This was a popular and lucrative event especially enjoyed by the younger members of the community. Some older villagers found music too loud and not to their taste but it brought in others who had not attended past events and this is something the committee have been eager to do. A huge thanks goes to Anna for organising this highly successful event. **(Anna)**
- **Spiffing Tunes (14/5/2016)** – This will be BYO so no license required. Advert appeared in Village Voice and posters need to go out. Diane to arrange crew for stage if required and setting up of tables. **(Mike)**
- **Open Gardens – (19/6/2016)** – Sue and Pat discussed and decided the Church Meeting Room car park is best starting point, where people can purchase their ticket and obtain a map of the circular route round the gardens. It can either be walked or driven part of the way. If weather were wet the Church Meeting Room would be a good alternative. Karen to liaise with the Church with this regard and find out any costs. Owners will check tickets on entry to their garden, or a member of the committee if owner unable to do this. Decision to be made on ticket price, which includes cream tea and then posters can be produced, needs to be decided before next edition of Village Voice produced at end of May. Hall will provide tables and crockery for teas if Vera's garden is used, some committee members will be required to transport these. Sue to discuss with Vera who is providing items for the teas.

- **Queen's 90th Birthday Cheese and Wine** – Pat MacDonald willing to do the same as last time if Sue is willing to obtain cheese as before. Alison offered to assist Pat. Tables will need to be set up in the morning. Red, white and blue tablecloths required but unfortunately bunting still cannot be found. Chris will talk to Pat. (Pat, Sue, Alison)

4. Treasurer's Report

Q1 and Q2 were circulated. New equipment was new amplifier for existing hearing loop that is a very important piece for those who need it, which cost £600. Extra disabled parking space was £1375, Jan MacKenzie contacted Lisa asking how much it was, as she wanted to pay for it but though Lisa repeated amount 3 times as she is hard of hearing, the amount received was £375. Alison will send letter thanking her for the donation. She is also very pleased with the new light and is offering to pay for that as well which cost £211. Doing quite well mainly due to the success of Grooveline that bought in £1020 from ticket sales minus £500 to the band and £28 for refreshments. One concern every year is when forms completed for South Hams District Council for council tax, they usually reduce this by 20% but they have billed us for it this year and this amounts to £520. Lisa Written to them and copied in Judy Pearce.

5. Maintenance Committee Report.

- **Disabled Parking Space** – Work completed all that is required is the purchase of paint to mark out the two bays and a template for disabled sign. Chris carried out the task of measuring the area and can only fit in 2 spaces.
- **Cleanliness of the Hall** – Company came to do floor cleaner demonstration floor but was not the correct one for the job. They are returning on Wednesday 20th. Chris showed us the type of cleaner, which has two water tanks, one for clean water and one for dirty. Also testing if possible to oil the floor with the machine using a different pad, if this can be done the £1200 cost for the machine will be paid off in two years.
- **Electrical test** – carried out after new light fitted and is required every 5 years, this took 2 men and cost £500 highlighted 3 or 4 things, which need doing. Chris will ask for a quote and whether we are actually required to do them.
- Shutter in Kitchen fixed by Paul Martin, this saved us £125.
- Disabled Loo – Marcus discovered leak.
- Kitchen - New washing up bowl purchased and waiting to hear from Melanie Sharwood about deep clean of kitchen. Already ordered 2 dozen spoons, but as cutlery only £2 a dozen it was decided to increase the order so there are 100 of both spoons and forks. 24 mugs ordered which are a different design, but stackable. Dishwasher tray also ordered

AOB

6. Bookings Secretary – Diane contacted by three ladies none of whom want to do the special events, but Diane is happy to continue with these, so this could work. This leaves the online and telephone bookings and normal regular events to be dealt with. One applicant is often away so not a viable choice. Diane only met with one of the remaining applicants so far who had good computer skills but is housebound. Committee expressed concern about taking

on anyone who cannot walk up to the hall when required. None of them mentioned payment. Committee agreed to wait to make final decision once all applicants have been seen. **(Diane)**

7. Defibrillator – Anna sent e-mail with details of her preference and cost which was £1840. Neill sent e-mail from Australia suggesting delaying decision for a couple of months, to gage how the systems already in place have benefited the community. This was agreed. **(Anna)**

8. Memorial Bench for Jose Pedrick. – Bench installed, Pedrick family thanked Paul Martin and the committee for their help and the prompt fixing of the memorial plaque. Judith asked if WI benches had been checked for protruding screws. Chris not had time but will take a look. **(Chris)**

9.Events on Website – Anna raised issue of Events Page on the website as she couldn't find it when looking for Grooveline. The webmasters want to all events in the village to be accessed from the home page and need someone to update this section and Anna wondered if this could be part of the booking Secretary's job description. Mike and Paul have since asked Alan and Alison Daily to take on this task and they will commence training shortly. If any organisation wants an event advertised please would they notify Alan at aldaily@waitrose.com.

10. Judith had to use phone to ring Diane because projector left on overnight and couldn't be switched off. The 20p only lasted a couple of seconds. Chris said it was a complicated process to set the rate so is probably not right, he asked Lisa to calculate correct rate. To switch off projector the Projector button needs to be pressed, then once this has stopped flashing the unit can then be switched off. It sometimes gets in a loop that stops it turning off.

Date of next meeting – AGM 3 May 2016 in Main Hall at 6pm

The meeting closed 5.45pm

Signed.....
Chairman

Date.....

THURLESTONE PARISH HALL

Minutes of committee meeting held
13 June 2016, 4.30pm, Yeo Room

PRESENT P Crawford, A Daily (Secretary), S Dwyer, J Le Grice, N Irwin (Chairman), K Livett, P MacDonald, A Martin, D Martin, M Stickland, C White, L White (Treasurer). B Zaffiro.

1. Apologies received from M Elliott.

2. Minutes of meeting held 18 April 2016 agreed and signed.

3. Booking Secretary

As no one has come forward who suits the requirements of the position, Diane will not step down just yet. She produced a draft for a new advert for the post stating it will purely be computer based without the need to come to the hall, except for the regular committee meetings. It was agreed that this was necessary so the applicant can engage with the rest of the committee. Once advert finalised it will be displayed in the Post Office, School and Hall before appearing in the August edition of the Village Voice, if post still vacant. Diane happy to continue with Hall based tasks. Should the need arise for to position to become paid to attract interest, Neill required the committee to agree a figure, £50 was settled upon.

4. Events Programme 2016

- **Spiffing Tunes (14/5/2016)** – This was cancelled the Thursday before and Mike asked if the committee would be willing to make an ex-gratia payment in lieu of cancellation. £120 was agreed upon. **(Mike)**
- **Queen's 90th Birthday Cheese and Wine (12/06/2016)** – The Chairman thanked all those who helped to make this a rip roaring success appropriately 90 tickets were sold. Several members of the committee were stopped by people, who said how much they enjoyed the occasion. Ticket sales and donations from councils amounted to £750 and costs incurred came to approx. £385.73 so overall £365.27 has been added to Parish Hall funds. The donations from the Councils covered the cost of the food. Neill has written to Judy Pearce thanking her for the donation of £100 from the District Council and once the donation of £200 has been received from the Parish Council a thank you will be sent to them. **(Pat M)**
- **Open Gardens – (19/6/2016)** – All 6 gardens finalised. Monica Dickens will be helped by family members, Anna will be at the Cooks, Chris and Lisa at the Rigby's, Diane and Judith at the Old Rectory and Alison at the Tregelles'. Pat will be at the Parish hall selling tickets and maps. Each garden will also have a supply. Vera is organised regarding teas, her husband will pick up the small tables. Sue asked for two tables for sale of plants. She will get balloons for Paul Martin to inflate before distributing to each garden. The Church car park is arranged and Anna and David Martin will put sign up on main road. Mike expressed concern about the state of the path along the back of the hotel golf course, which people

may use. Neill to raise this with the Hotel. All helpers to be in position for 12.45.
(Sue)

- **Racketts - (02/07/2016)** – All in hand, advert appeared in Village Voice. Billboard poster going up soon, Pat already received bookings for a 12 and two 8s. Robin MacDonald will be on the door as Lisa is away. Stage set up required at 10am Diane to arrange. **(Pat M)**
- **Family Fun Day – (26/07/2016)** - Telephone Box Committee happy and ready to go. Need to ask the Palmers about the Boules, Chris and Lisa will do the bar, Pat C the bowls. Contact Graham Worrall about Splat the Rat. Chris to ask the Stanley's and the golf pro for Skittles and golf game. As the tickets system worked so well last year will do the same this year.
- **Gilbert and Sullivan (12/11/2016)** –Mike will now take responsibility for this event. **(Mike)**
- **Tim Kliphaus** – Judith e-mailed his secretary asking if he is available for any of the following dates 18/2, 18/3 or 25/3, no reply as yet.

5. Treasurer's Report

Q2 circulated. Income from donations received were £271.81 from Thurlestone Probus, which folded and shared their funds between 3 charities, £50 from Juliet Atkins, both have been thanked. Garden furniture man paid. £208 for the Election of the Police Commissioner will also receive this amount for the Referendum. Held 4 private parties and a wedding. The Vision of Light Exhibition raised £196, Non Parish- Avon Forum, school hiring tables and £2 for Teamakers. Event was Cheese and Wine.

Expenditure for disabled bay light, hearing loop, anti glare covers, extra cutlery and crockery, tray for dishwasher, 3 storage boxes and a new thermostat. This was offset by a former Chairman giving us £1000 to cover the cost of the disabled parking bay and light. New scissors required as others missing again, also need more paper tablecloths. £10 for computer paper for Diane. Telephone and Internet costs offset by refund from BT. £100 for deep clean of the kitchen. Water rates higher last time, Chris found problem with the overflow this has been remedied but won't know if made a difference till next bill. Fire extinguishers serviced and 2 redundant ones taken away at a cost of £5 each. Alarm serviced and Electrical 5 year check done, which cost £528, boiler serviced for £106.20. With another month to go should be ok this quarter.

6. Maintenance Committee Report.

- **Floor Cleaner** - Had 3 demonstrations of the cleaner, which costs £1296, but oils the floor as well, thus saving us £600 a year therefore will pay for itself in two years. Marcus can use it weekly and it will be much more effective than a mop. We have applied to Rufus Gilbert for £2000 from the funds available in the Invest in Devon scheme this will cover cleaner well as £750 for new laptop and an upgrade of the CCTV cameras. Cleaner will be purchased but other items can wait until funds received.
- **Electrical test** – this highlighted faults which are not obligatory to remedy but advisable, decision taken to do smaller cost faults and leave the more costly item, lack of RCD protection, until nearer the end of the Council financial year to see if any funding is available.
- Phone rate charge has been recalculated and has made a small difference.

AOB

7. Charities Commission – Neill needs to complete the form in for this, is committee happy with having 6 Trustees, who are: Neil, Karen, Pat M, Lisa Chris and Judith Committee agreed this was sufficient.

8. Parochial Church Council – Karen will replace Ron as the representative.

9. Chair seat covers – Need more and Bridge Club complains they are not comfortable. Pat Crawford will ask for a quote for replacement pads for the existing cushions. Lisa has looked for new ones but found nothing suitable so far. Neill said Bridge Club are welcome to donate replacements more to their liking.

10. Hand Dryers- not very good, Chris will look into cost of replacements.

11. Car Parking - still problems with parents parking inconsiderately or blocking people in. 2 further complaints from Sue Bain of Line dancing. Neill to write to school.

12. Chris looking into putting up a mirror to help when leaving car park.

13. Enquiry asking if we would be willing to loan out all our tables and chair for a wedding in a marquee, but it was considered the risk of damage would be higher than the small gain.

14. Paul Martin wants to know if Neill is happy for archived Parish Hall minutes to appear on the website. He is.

15. Diane will send an e-mail with performance act artists we may be interested in using in the future.

Date of next meeting – 11 July 2016 in Yeo Room at 4.30pm

The meeting closed 6.10pm

Signed.....
Chairman

Date.....

THURLESTONE PARISH HALL
Minutes of committee meeting held
Monday 11 July, 2016

PRESENT: N Irwin (chair), P Crawford, S Dwyer, J Le Grice, K Livett, P Macdonald, A Martin, D Martin, B Zaffiro.

Apologies: M Elliott, M Stickland, C & L White, A Daily

MINUTES of the last meeting were confirmed as correct and signed.

ARISING FROM THE MINUTES

Queen's Birthday celebration grants. District Councillor Judy Pearce had been thanked. The Parish Council will be thanked when their promised contribution is reported.

EVENTS

Open Gardens, 19.6.16. Despite the very wet day this had been much enjoyed and Sue Dwyer was thanked for arranging it so well. Other people had offered to open their gardens if we repeat the event. Agreed it should not occur annually but perhaps every two years. The matter to be discussed later in the year.

The Racketts, 2.7.16. Another happy, if noisy, third visit by the band. Quite a number of people had booked tickets but failed to attend, which might prompt us in future to require cash up front when booking! Although we might consider an increase in ticket price if they make a further visit, from £6 this time to say £7.50 next, we were reminded that we intended to offer tickets at very affordable prices on at least one occasion in the year.

Family Fun, 26.7.16. The phone box committee has confirmed that they will do the barbecue. Boules, ping-pong, bowls, Rat in the Drainpipe, shuffleboard, etc. plus the bar, were booked. The "tear-off tickets" for the games were being organised by the chairman.

Autumn Fair, 17.9.16. The organisations using the Hall would be contacted by Pat Macdonald, reminding them of the event and asking them if they would once again help by running a stall. Putting up tables would be at 10am on the day prior to stall-holders coming in at noon to set up their wares.

Tim Kliphuis. Judith Le Grice reported that he would come on 18 November 2017.

TREASURER'S REPORT

As the Treasurer was away there was no report.

MAINTENANCE COMMITTEE REPORT

In Chris White's absence on holiday there was no report.

CAR PARKING

Chairman had written to Joan Mackenzie expressing our grateful thanks for her generosity in providing money for extra disabled car parking. She reminded him that the spaces it provides had not yet been marked out. Chris was asked to progress this as soon as possible.

Diane Martin e-mailed the School telling them that on 11 July we had a meeting of some 60 people in the afternoon (AONB), asking the school to inform parents that parking was not

allowed at the Hall. A notice was put up at the entrance to the car park which was ignored. Several parents were asked if they had been told by the school, and they had not. Neill is to contact the school again.

SEAT CUSHIONS

Pat Crawford reported that thicker replacement cushions for the Hall chairs would cost £12.50. Suggested that if we do proceed with improvements the Bridge Club might like to consider making a donation towards the cost, also the WI. Pat also suggested that two of the present cushions might be combined into one cover. The question now to be put to the Maintenance Committee for consideration and discussed again at our next meeting.

PARISH HALL ROAD-SIDE NAME BOARD

In an effort to impress upon Bantham and Buckland residents that the Parish Hall is also for them, and not the preserve of Thurlestone residents alone, it was agreed that the name on this board should be altered to "Bantham, Buckland & Thurlestone Parish Hall". Chris White to enquire the cost.

ARCHIVED MINUTES

Confirmed that our Minutes are now available on our parish website.

HALL BOOKING SECRETARY

No further progress but the job description will be published in Village Voice August issue.

WHAT'S ON IN SALCOMBE

We were informed about a website called "what's on in Salcombe". This could be used to help publicise activities in the Parish Hall. Paul Martin will be asked to look at how this could be achieved.

DATE OF NEXT MEETING

Monday 12 September 2016, 4.30pm

THURLESTONE PARISH HALL

Minutes of committee meeting held
12 September 2016, 4.30pm, Yeo Room

PRESENT P Crawford, A Daily (Secretary), S Dwyer, J Le Grice, N Irwin (Chairman), K Livett, P MacDonald, A Martin, D Martin, M Stickland, C White, L White (Treasurer). B Zaffiro.

1. Apologies received from M Elliott.

2. Minutes of meeting held 11 July 2016 agreed and signed.

3. Events Programme 2016

- **Family Fun Day – (26/07/2016)** – It was a fun event and made just under £400. As Telephone Box Committee will no longer be providing the BBQ, we need to decide on a replacement, Hog Roast was discounted. Chris and Lisa will approach people who could help and we can ask Kit for help with the equipment. Suggestions for new games and how to create more atmosphere inside the hall, bunting and music suggested. Also need to rota turns on the games to give everyone a break.
- **Autumn Fair (17/09/2016)** - Pat will get tickets for the raffle. Help required for set up at 9am, stall holders arriving at 10am. Help with books at 11am. Float money and paying in books will be supplied. Start at 2.30pm **(Pat)**
- **Gilbert and Sullivan (12/11/2016)** –Mike managed to contact them and they will perform Iolanthe. They had arranged with Ron a 60/40 split of ticket sales in their favour. Ticket price to be £10 and will be sold by Pat and Mike. 7.30 start and there will be a bar. Full stage required for 40-50 performers with room at the front for principles. Piano and basic flood lights. They will arrive between 4 and 5 for warm up but will confirm. Yeo room available as green room. **(Mike)**
- **High Society 03/12/2016** – All booked and deposit paid. They are a traditional Jazz band of usually 6 people, there will be dancing and bring your own supper. They have charged £450 and ticket price is £10. 7.30 start. **(Judith)**
- Events for next year to be discussed at next meeting in meantime Neill will draft a list of possible events. New ideas welcome. Agreed to hold another Open Garden day next year, biannually thereafter, preferably not on Fathers Day so end of June preferable. **(Neill)**

4. Treasurer's Report

Q3 circulated with updated copies of first 3 quarters. 2 Parking Permits received and new holiday cottage has been charged for the remainder of the year. School invoiced. Donation received from Julia Atkin. Commercial was Garden furniture man. Events were Racketts and Family Fun Day. Non-Parish was ANOB. Hall rental includes the whole of September, as Lisa will be away, invoices ready to send out. £13 donation for Teamakers. New equipment was £1296 for floor cleaner, which has already been used to oil the floor saving £600. £58.40 for cost of stencil for disabled space, £13.95 for Blue Tooth, £19.01 for paint for disabled bays with another 2 invoices to be paid. £2.39 for screws. General office costs was for a toner cartridge. Telephone and Internet was £31.99 down from the previous two months of £33.61. Electricity will be reduced from £147 to £134 from next month. Lisa still concerned water

rates are high. Repairs were for £124.25 for wax and £19.99 sprayer for the floor. Feed in tariff still to be paid and could be £600-700. Bank interest also. Still doing OK. The Horticultural Society would like to make a donation towards some new tables, agreed these should be smaller ones.

5. Maintenance Committee Report.

- Blue Tooth Adapter- increase options for mobiles, tablets etc. to broadcast music.
- Floor Cleaner – Amazing piece of kit, cleans and oils very well. Bought 2 x 2 ½ litres and used less than one so can do as many times as we like. Successful in our application to Invest in Devon so will receive £2000 from Rufus Gilbert which will offset the cost of the cleaner and the residue towards a new Laptop has been quoted as £700, if any left could upgrade the CCTV. Marcus shown how to use the cleaner. Currently left in boiler cupboard but somewhere more secure needed to store it. Chris to arrange.
- Complaint received about the cooker being unfit to cook chips. Tested various times and when fan used temperature was constant. Instruction in left hand drawer but more visible ones such as one for dishwasher to be displayed.
- Shop Notice Board – still outstanding as deliberating over size. Mike to pass on details of company who make to order.
- Car Park Sign - Bought replacement vinyl covers but these blow away when windy, want to replace with hinges and clips.
- Chairs. After complaint from the Bridge Club for being unsafe, discussed with the Manufacturers and they are guaranteed up to 18 stone. They suggested making a visual check for any bent or twisted ones. Chairs from the Yeo room could be used. Neill likes the chairs, as they are stackable; as comfort is the issue would the Bridge Club like to purchase new cushions, the Bridge Club would be happy to share in the cost. More research to be done on the cost of replacement cushions, would the Bridge Club like to offer to carry this out.
- Disabled Parking Bay- this is now finished but still problems with non-disabled users parking in space and cars being blocked in.
- Repairs required – piano light is dead the transformer in the base has gone this will need to be replaced before Gilbert and Sullivan Evening. Rope lights condemned, Chris will contact suppliers for parts. Can only locate 3 out of the 4 Dyson Heaters that cost £312 each. Will check CCTV for anything untoward.
- Porch Ceiling – Paul Martin and Alan Daily made a start on cladding the underneath, our thanks to them.
- Deep Clean of the kitchen due.
- Mike asked about the Debribrillator, Neill explained did not see the need, as already have others in the village.
- Karen said W.I benches have still not been painted and bits are falling off.

AOB

6. Salcombe Web Site. – Judith knows the man who sends out the e-mail so can notify him of any events we want publicised.

7. Booking Secretary – Still no response, first applicant no longer contactable. A more forthright advert will be placed in Village Voice. Mike said he would take a copy of the job spec round his neighbours. Could offer the loan of computer or pay towards cost of the Internet.

8. Mike was speaking to Jo Parkin, who has found a lot of old minutes would we like them. These can be put on the website with the others already on there.

9. Midge – We all wish Midge well during her recuperation, a card was passed round to sign.

Date of next meeting – 10 October 2016 in Yeo Room at 4.30pm

The meeting closed 5.45pm

Signed.....
Chairman

Date.....

THURLESTONE PARISH HALL

Minutes of committee meeting held
10 October 2016, 4.30pm, Yeo Room

PRESENT P Crawford, A Daily (Secretary), J Le Grice, N Irwin (Chairman), K Livett, P MacDonald, D Martin, M Stickland, C White, L White (Treasurer).

1. Apologies received from S Dwyer, M Elliott, A Martin, and B Zaffiro.

2. Minutes of meeting held 12 September 2016 agreed and signed.

3. Events Programme 2016

- **Autumn Fair (17/09/2016)** - Very nice as everyone always willing and co-operative. In spite of people being away and Vintage Bus Day we made £684.92, this is £26 down on last year. Pat would like to brighten up the fair next year with additional stalls. Alison said her daughter is a Phoenix Card Trader and would be willing to participate. **(Pat)**
- **Gilbert and Sullivan (12/11/2016)** –All under control, help required for stage and chairs at 10am. Diane applied for license but not received. No tickets sold as yet but advert in Village Voice and posters up. Will ask Alan Daily to arrange for inclusion on the Salcombe E-mail. **(Mike)**
- **High Society 03/12/2016** –Confirmed they will play from 7.30 until 10.30 with an interval. **(Judith)**
- Events for next year discussed at length, open Gardens already finalised for 2 July and Tim Kliphuis for October. Would like another Classical Music Evening, Pat to contact Tim Abel to see if he has any availability and other suggestions were made as a back up. Diane looking into a group called Stage Door Johnnies who are a 40s style Duo. A Last Night of the Proms Evening put forward with free entry but donations asked for. Family Fun Day, Chris spoke to contact, about the BBQ, who cannot commit at the moment due to but did not rule it out. **(Neill)**

4. Treasurer's Report

Q1, 2,3 and part of 4 circulated. Received £684.92 from the Autumn Fair. Grant received from Devon CC for £2000 which already been spent on the Floor Cleaner and new laptop. Already thanked at the Parish Council meeting, Mike said grants still available for projects. Audio testing was £292. Electrical remedial repairs cost £209.40. £66 for faulty light in the attic. £310.30 for an oil delivery. £95 for hedge and trees cutting. Marcus employed window cleaner at cost of £25, £58.78 for completing disabled parking bay. TV license is due but electric bill will reduce from £147 to £134. £12839.16 in the current account and £52,752.78 in deposit account plus £379.50 to be banked.

5. Maintenance Committee Report.

- Remedial Electrical work completed apart from car park light that is letting in water. Paul not had chance to look at it. Waiting for quote to fix it, as replacement fitting alone would be £200.
- Chairs - Maintenance team checked them all and couldn't find anything damage. Suggestion made damage happens when hired out and charges do not cover

replacement, needs to be reassessed. Bridge Club happy to share cost of replacement cushions, options being looked into. (Lisa)

- As now have new Laptop discussed what to do with old ones, agreed one will be kept and the others could be given out for a donation of £20.
- Dyson heater found.
- Marcus resigning as of 1 November, will advertise for new caretaker preferably one from the village. Chris happy to clean the floors and Melanie who deep cleans the kitchen will clean this and loos for £48-£60 a time. Chris and Paul will investigate an entry locking systems that can be operated over the Internet; this would alleviate the need for a new caretaker to come to the hall late at night.
- Existing CCTV cameras need updating, which we had hoped would be covered by the Grant from Devon CC. These could be used in conjunction with the locking system to ensure building vacated. This will help reduce Caretaker duties. Concern expressed over privacy. Chris will liaise with Paul and Diane over the practicalities.
- More storage space needed, the loft is most viable option but better access steps would be required Neill didn't see the need for using the loft space.
- Shop Notice Board - 2 options and preferred choice was the landscape one. Chris will get one with gas struts; costs quoted so far are £343 and £422.
- Cheaper to replace both car park notice boards at £60 then replace Perspex.
- Cracked fence posts need to have new struts.

AOB

- **Booking Secretary** – Still no applicants. Committee at a loss as to how to proceed. Chris will send an e-mail. Pat M suggested getting an article in the gazette Chris said one of the conditions of the grant from DCC was a publicity photo this could be incorporated.

- Pat C raised issue of putting notices in the board by the road as not only do you get wet from the hedge but also the brambles make it more difficult especially for someone unsteady on their feet. These need to be cut out.

Date of next meeting – 14 November 2016 in Yeo Room at 4.30pm

The meeting closed 6.00pm

Signed.....
Chairman

Date.....

THURLESTONE PARISH HALL

Minutes of committee meeting held
14 November 2016, 4.30pm, Yeo Room

PRESENT A Daily (Secretary), J Le Grice, N Irwin (Chairman), K Livett, P MacDonald, A Martin, M Stickland, C White, L White (Treasurer) & B Zaffiro.

1. Apologies received from P Crawford, S Dwyer, M Elliott and D Martin.

2. Minutes of meeting held 10 October 2016 agreed and signed.

3. Events Programme 2016

- **Gilbert and Sullivan (12/11/2016)** –This had to be cancelled due to lack of interest, which was very disappointing. Mike read the response to his question asked as to how the Society are going generally, the trend is audience numbers are declining because there is too much competition on a Saturday night, they do better on other days. Our problem is our past supporters have, unfortunately, passed away, are in poor health or simply do not want to come out at night. Should we stop putting on events other than the Autumn Fair and the Family Fun Day? Idea of events is not to make money but to keep the Hall going. Events that were well supported were Grooveline, the Murder Mystery and the recent Call My Bluff, though only a handful of people were from the Parish. Do we put on more lunchtime events or start at an earlier time of 5.30 or 6 o'clock.
- **High Society 03/12/2016** –must make this successful, posters ready to go out, already advertised on the website and Village Voice and will go in next edition. Had a few responses so far, the committee need to support this as well. It was agreed to as an experiment to place an advert in the Gazette on 25th November to bring in interest from outside the area, Anna kindly volunteered to do this. High Society would like the balance (£420) paid in cash, Lisa will arrange this. Stage to be set up at 10am. **(Judith)**
- **Events for next year** – Festive Flutes are able to appear on 22 April for a fee of £800 **(Mike)**. Pat put forward Jonathan Delbridge, a pianist who is highly thought of and can play Classical as well as jazz. He charges £250 and the suggested time would be January or February. We need to encourage young Musicians. **(Pat)** Julian Ware has made a documentary film, about a racehorse reared on an allotment in Wales that goes on to win a prestigious race, and is very good. Anna will ask him if he would be willing to show this sometime in late January a bar will be provided and an earlier start at 5.30 to see if this will encourage people to attend. Cheese and Wine events are always well supported. A list will be compiled of what has been agreed and suggested so far. **(Neill & Alison)**

4. Treasurer's Report

Q1, 2,3 and part of 4 circulated. Income is for a new parking permit issued and the £2000 from Devon County Council. Main Hall Non Parish was a booking for ANOB who have also rebooked for next year. Yeo Room commercial was Charles Head. Expenditure was £21 for the license for the Gilbert & Sullivan evening which was cancelled. New Equipment costing £1865.44 spent on new Laptop, yellow paint for disabled bay, 2 snap frame poster holders, outside light starter and all the equipment for the new Wi-Fi remote locking system.

Cleaning costs increased due to using professional cleaners. Deep cleans of the kitchen and loos. Having the carpets cleaned and removal of the red wine stain in the Yeo room. Replenishing kitchen and toilet rolls. Repairs were for hedge and tree cutting, cooker service, rope lights. We also had the clock repaired but have not received a bill as it may still be under guarantee. There is £11,944.19 in the cheque account and £52,752.78 on deposit with £292.50 to be banked, totalling £64,989.47.

5. Maintenance Committee Report.

Has been an expensive year, fortunately disabled car parking space and light paid for by a former member of the committee and the laptop and floor cleaner covered by a grant from Invest in Devon.

- Locks – though expensive will hopefully be covered by a grant from Judy Pearce, these can be operated from home and every user will have their own unique keypad code which can be withdrawn at any time, no keys will be required. Set times for doors to be unlocked and locked at night. There is no danger of anyone being locked in. Paul Martin to source some stainless steel plates.
- Service of the cooker carried out after receiving complaints it was not performing as it should. Engineer found nothing wrong but said it works best on fan. He did replace spring hinges on the door so it snaps shut.
- Clock posted off to be repaired.
- New shop notice board put up, only one key at present will need another one. Still need to put in the new Bantham, Buckland & Thurlestone sign.
- 3 fence posts have been done.
- Marcus has left and Welcome Home Cleaners have taken over cleaning, which is costing more but everywhere is being thoroughly cleaned. Chris has advertised for a new cleaner and has received one response so far. Lisa is currently taking home tea towels to wash.
- Together with Mike Bone have been looking at replacement CCTV cameras that cost around the £2000 mark, Chris has applied for funding but will not know until the middle of January, can he be given the go ahead to proceed. Committee agreed with the proviso that notices are put up advising people they are in operation.
- Brambles haven't been removed yet. Neill asked if it would be possible to move the sign from the back of the car park up to the entrance of the car park.

AOB

- **Booking Secretary** – Pat has half a promise from someone in the village and we also have the new contact number for the lady who used to live in the village but has moved to West Charlton but is willing to take on the role, which can be done from home. **(Diane)**,
- **Seat Cushions** – Lisa hasn't had a chance to get these yet but is confident will be able to obtain some at a very reasonable price, which the Bridge Club is willing to contribute towards, Lisa will get back to Neill on this. Bridge Club would still like to persuade the committee to buy new chairs. **(Lisa)**
- Dates for 2017- list of dates produced for next years meetings, there was only one which was a problem, alternative will be found **(Neill & Alison)**

- **Car Park** – Two separate problems with cars without permits parking at the hall during events. One parent from the school was blocked in and interrupted the W.I. meeting. Perhaps a polite note could be sent to the new head.
- **National Trust** members are complaining about coming to the hall because of the narrow lanes, so may move their meetings to Kingsbridge.
- Neill noticed the noticeboard in the covered entrance has out of date notices and the sign for the Defibrillator is faded so gives the impression there is one at the Hall.
- **Karen Livett** – Karen is on committee as the representative for Keep Fit but as this is stopping she would like to stand down, but is still be willing to help out. She has found her time interesting but feels it is the right time to go. Neill thanked her for all her work and the committee wish her well.

Date of next meeting – 9 January 2016 in Yeo Room at 4.30pm

The meeting closed 6.00pm

Signed.....
Chairman

Date.....

MINUTES OF THE PARISH HALL ANNUAL GENERAL MEETING
HELD ON TUESDAY 3 MAY 2016 IN MAIN HALL

PRESENT: N Irwin (Chairman), L White (Treasurer), A Daily (Secretary), S Dwyer, J Le Grice, K Livett, P MacDonald, A Martin, D Martin, M Stickland, C White and 6 members of the public.

1. APOLOGIES: received from P Crawford, M Elliott, B Zaffiro and R Mackay.

2. MINUTES OF THE 2015 AGM

Minutes of the previous years AGM held on 21 April 2015 had been on display on the Parish hall noticeboard and were taken as read. Chairman proposed they be accepted and was agreed by all. The Chairman signed and dated the minutes.

3. MATTERS ARISING FROM THE MINUTES

There were no matters arising.

4. CHAIRMAN'S REPORT

The Chairman, Neill Irwin, thanked all his committee and officers as well all those who help with the preparing and clearing up of the hall before and after events, this was agreed by all those present He said that it was important to remember that the hall is here to serve the community and not a profit making enterprise.

At the moment most of the committee represent the various groups who use the Hall but he was concerned the committee should represent the community as a whole. He would welcome anyone who would like to serve. One member of the committee, Ron Parkin sadly passed away recently. He was a sterling member of the committee and was a pioneer in the building of the new Hall. We are really grateful for his service and he will be sorely missed.

Neill thanked Mike Stickland for standing in during his absence in Australia, though he kept up to date with matters by e-mail. The current users of the Hall are very diverse but he would like even more groups such as local Scouts to use it. He congratulated the authors of the new Thurlestone website and that the Hall is featured prominently. This is providing very useful publicity.

We try to keep the Hall up to date we now have superfast broadband and improved technology. The new disabled parking bay is now in place. This provides for a minimum of two cars and if people are sensible could accommodate up to four cars. A new memorial bench has been donated in memory of Jose Pedrick. This complements the existing benches, which are scheduled to be repainted.

Neill then showed slides of events from the previous two years and then outlined events for 2016. First event of the year was Grooveline which a huge success and up coming events include a cheese and wine party for the Queen's 90th birthday on 11 June and a new venture, Open Gardens on 19 June. We are pleased to be working with the Telephone Box Committee again on the Family Fun Day.

5. ACCOUNTS FOR YEAR ENDING 31.12.15

The Treasurer, Lisa White reported that the Parish Hall has had yet another very solid year. The Solar Panels that were installed in 2011 continue to represent a tremendous return on our investment bringing in a total of £2202.08, which is very similar to 2014. However, the sun does need to keep shining for this kind of return to continue.

The job of Treasurer continues to be made very much easier by my Solar Accounting Program, an accounting system that produces invoices, receipts, statements and all different kinds of reports. Lisa is able to email out all invoices to Hall users now saving both time and expenditure on postage and stationery and invoices are nearly all paid through the banking system.

The Parish Hall is now 10 years old and inevitably, some items are coming to the end of their lives. Our income is very similar to 2014 but our expenditure has increased considerably because of the capital expenditure of £7821.60 on a new projector and click-share system which Neill is using this evening. We were fortunate to get a grant of £700 from South Hams District Council and a grant of £500 from Devon County Council towards this expenditure. The same also applied to our Fire Extinguishers, which needed to be replaced at a cost of £340.80. The car parking permits have increased in 2015. In addition to the 4 holiday homes on the Main Street, we now receive £75 each year from the Friends of Thurlestone School towards the cost of maintenance of the car park.

Bookings for weddings did better in 2015. We did investigate whether it would be worth applying for a wedding licence but the costs involved made it prohibitive.

Our events income and expenditure has remained steady and it is these events throughout the year that keep our finances healthy, but the Hall does rely on the support of parishioners for these. All of our events made a profit and the year concluded with a very successful 10th Anniversary Cheese and Wine Lunch.

The uncategorised income is represented by monies earned in colour printing the Village Voice Front Cover and monies taken by Teamakers although this is mainly offset by the uncategorised expenses incurred in the purchase of colour ink cartridges.

We were very pleased to receive a donation of £500 from the Estate of Jeanne Barton together with a donation of £50 from Juliette Atkin.

The Bridge Club have complained over the years that, when it is very cold outside, the heating system in the Main Hall is unable to cope. However, they are delighted with the Dyson Heaters and this winter, because of the mild temperatures, they have only been out a couple of times.

With regards to the utilities, we are on a monthly payment scheme for the electricity. However, they still don't seem to realise that we use less electricity in the summer. By the end of the winter, they are increasing our monthly payment but the time we get to August, they are giving us a rebate.

The major expenditure on the repairs side was the outside painting of the Hall at a cost £1160 and the oiling of the floor in the Main Hall by Rendles costing £597.42 and we also discovered a problem with CCTV camera which cost £244.80 to repair.

The Parish Hall remains a huge asset to the residents of Thurlestone, West Buckland and Bantham. Our hire rates are extremely competitive compared to other Parish/Village Halls in the area and we see no reason to increase them at this time. The whole Parish should be very proud of their Parish Hall.

Finally, I would like to say a very big thank you to my Independent Examiner, Gavin Price. He is so impressed with our accounting system.

Martin Grose asked on what basis grants are given and Caretaker costs seem to have increased.

Lisa explained we have very kind local and district councils have grants you can apply for. Gave a gift of £250 when previous caretaker retired.

I would like to propose the adoption of these accounts.

Both Robin Macdonald and Anna Martin seconded this.

6. ELECTION OF OFFICERS

The Chairman, Treasurer and Secretary proposed by Pat MacDonald seconded by Mike Stickland and Diane Martin agreed to stand again and were elected by the meeting.

Pat MacDonald wished to congratulate the officers for the way the hall is run and was agreed by the meeting.

7. ANY OTHER BUSINESS

No matters arising.

Meeting closed at 6.20

THURLESTONE PARISH HALL

Minutes of committee meeting held
9 January 2017, 4.30pm, Yeo Room

PRESENT P Crawford, A Daily (Secretary), S Dwyer, J Le Grice, N Irwin (Chairman), P MacDonald, D Martin, C White, L White (Treasurer) & B Zaffiro.

1. Apologies received from M Elliott, A Martin & M Stickland.

2. Minutes of meeting held 14 November 2016 agreed and signed.

3. Events Programme 2017

- ❖ Julian Ware film evening not viable due to copyright.
- ❖ Jonathan Delbridge (18/02/17) - Programme and posters produced with play list, also on the website. Chris will send out round robin this week as too late to send when he returns. Stage and bar licence required. **(Pat)**
- ❖ Festive Flutes all lined up for **22 April. (Mike)**
- ❖ AGM **15 May.**
- ❖ Open Gardens were planned for July will be postponed until next year due to Sue's incapacity at the moment and 3 other gardens being withdrawn. **(Sue)**
- ❖ Cheese and Wine - (01/02/17)– this will replace the open gardens and take place at lunchtime. Several members volunteered to help. **(Pat)**
- ❖ Tim Kliphaus- (18/11/17) - all arranged. **(Judith)**

Neill would still like to open the hall for Champagne and strawberries for the Wimbledon finals and has contacted Jane Smith of the Tennis section to see if they would be interested, it will put it to their committee. The Hall is available on the dates of 15/16 July.

4. Treasurer's Report

Not much to report, but a statement of financial activities was circulated comparing 2015/16 that showed a surplus. This is good considering the high expenditure last year, though this was mostly covered by some very generous donations from past members of the committee and the councils. Lisa to ask council for council tax rebate.

Bronwen said the Chairman of the Parish Council would like to see the Parish Hall accounts. A copy of the complete Parish Hall accounts will be distributed at the AGM as usual. In the meantime Bronwen has a copy of the Treasurer's report which gives the current situation with regard to our accounts and this can be shown to the Chairman of the Parish Council.

5. Maintenance Committee Report.

- ❖ Locks – Fitted and working, just some cosmetic work required. Opening times for the dead lock are operated by a schedule Chris has set up on the computer. Diane is in charge of keypad locks, codes have been issued and guest codes can be given for one off use. Neill asked if he could be given a code.

- ❖ CCTV – this is almost complete, hallway camera needs a bracket. 3 notices put up to inform people they are in operation. We were shown the camera in operation. Neill still concerned about when the Yeo room is used as a dressing area.
- ❖ Clock – not had a bill so doesn't expect to receive one.
- ❖ New shop notice board now has all three villages names and there are spare keys.
- ❖ Brenda settling in as caretaker. Emergency lights tested which Brenda will do from now on.
- ❖ Brambles still outstanding.
- ❖ Judy Pearce has said that the District Council will donate £750 towards the locks and Chris has applied to Devon C.C. for £2000 from their Tap Fund towards the CCTV, should know by 17 January if successful.

6. AOB

- ❖ **Booking Secretary** – Anne is settling in and phones Diane if any problems, Diane also contacts her if anything comes up. Village Voice directory to be updated with Anne's details.
- ❖ **Seat Cushions** – no progress, but it not mentioned at the Bridge Club AGM. **(Lisa)**
- ❖ **Dates for 2017**- this was amended with new date for April. **(Neill & Alison)**
- ❖ Pat Crawford will be unable to put up the notices around the village due to difficulty getting in and out of the car. Pat M manages the posters so will arrange an alternative arrangement.

Date of next meeting – 20 February 2017 in Yeo Room at 4.30pm

The meeting closed 5.05pm

Signed.....
Chairman

Date.....

THURLESTONE PARISH HALL

Minutes of committee meeting held
20 February 2017, 4.30pm, Yeo Room

PRESENT P Crawford, A Daily (Secretary), S Dwyer, N Irwin (Chairman), P MacDonald, A Martin, D Martin, C White, L White (Treasurer) & B Zaffiro.

1. Apologies received from M Elliott, J Le Grice & M Stickland.

2. Minutes of meeting held 9 January 2017 agreed and signed.

3. Events Programme 2017.

- ❖ **Jonathan Delbridge (18/02/17)** – Superb evening, 59 tickets sold making a profit of £356.85. Pat thanked everyone who helped put on the event and Neill for his introduction. Pat received an e-mail from Jonathan thanking us for letting him perform and would like to make a return visit, he also works with other musicians which is a consideration for another time. Neill asked Bronwen to inform the Parish Council of this success and stress concerts like these are what the Hall is here for. **(Pat)**
- ❖ **Festive Flutes (22/4/2017)** – they were a great success last time they appeared. Decision made for tickets to be £10 and Lisa and Mike to sell them. A stage will be required. Mike to find out if accommodation required. **(Mike)**
- ❖ **AGM (15/5/2017)** – Neill has been Chairman for a number of years and would like to stand down in the coming year. If anyone is aware of a replacement he could stand down as soon as the AGM. **(Neill)**
- ❖ **Cheese and Wine (01/02/17)**– tickets will be £6 and a licence is required. Sue will order the cheese. Need to come up with a suitable theme. **(Pat)**
- ❖ **Wimbledon (15/16 July 2017)** - Neill still waiting to hear whether the Tennis Club are interested, Anna will remind them.
- ❖ **Family Fun (25/07/2017)** – need cover for the BBQ, Chris will speak to his contact and others may be able to help. Background music will be played. Diane will ask Paul to build the Human Fruit Machine. Tickets for games will be sold once again.
- ❖ **Autumn Fair (09/7/2017)** – all ok.
- ❖ **Tim Kliphaus (18/11/17)** - all arranged. **(Judith)**

4. Treasurer's Report

Final figures for 2016, Q1 and budget for 2017 circulated. Nothing exceptional to report. Expenditure was £14.99 for wall clock for Yeo room and £22.91 for grey cable. A new emergency light was also purchased. Big event being held on 24 March, U3A are hosting an audience with Ann Widdecombe. A table and chair is required and Lisa will speak to them to see if a stage is also needed. Hopefully if this goes well it will encourage them to use the Hall more. Application sent to SHDC for tax relief. Water rates less than last time so they must have read the meter. Neill asked if any big expenditure planned for this year. Chris confirmed that there is not.

5. Maintenance Committee Report.

Items outstanding at last meeting are still outstanding as Chris has been away.

- ❖ CCTV – this is complete. Notices will be put up.
- ❖ Application for £750 from the District Council towards the locks ready to go and Devon C.C. has approved for £1910 to be paid from their Tap Fund towards the CCTV.
- ❖ Flood light by disabled parking bay has stopped working but under guarantee.
- ❖ While Chris away a man came to do a solar meter reading.

6. AOB

- ❖ Noticed a lot of cars from the school in the car park this morning. It is worth talking to the new Head. We allow them to use the car park as long as it does not inconvenience those people paying for the use of the Hall. **(Neill)**
- ❖ Pat Crawford is not allowed to lift anything.

Date of next meeting – 10 April 2017 in Yeo Room at 4.30pm

The meeting closed 5.05pm

Signed.....
Chairman

Date.....

THURLESTONE PARISH HALL

Minutes of committee meeting held
10 April 2017, 4.30pm, Yeo Room

PRESENT A Daily (Secretary), N Irwin (Chairman), J Le Grice, P Macdonald, A Martin, D Martin, M Stickland, C White, L White (Treasurer) & B Zaffiro.

1. Apologies received from P Crawford and S Dwyer. Midge Elliot has resigned from the committee due to ill health but sends best wishes for future success and the continuation of good work for the community. Neill has replied thanking her for all her hard work and understands her reasons.

2. Minutes of meeting held 20 February 2017 agreed and signed.

3. Events Programme 2017.

- ❖ **Festive Flutes (22/4/2017)** – 14 tickets sold so far but others have expressed an interest. Mike will try and drum up sales. Licence received for the bar and refreshments for the performers will be arranged for 6pm. The largest stage will be required. **(Mike)**
- ❖ **AGM (15/5/2017)** – In main hall at 6pm. E-mail to be circulated and notice on the website. Chris and Lisa are unavailable; Mike will give Treasurer's report in Lisa's absence. **(Neill)**
- ❖ **Cheese and Wine (01/07/17)** – Under control, time is 12.30 for 1 o'clock. **(Pat)**
- ❖ **Wimbledon (15/16 July 2017)** – Will not take place, perhaps another year.
- ❖ **Devon Opera** – Not viable this year as too expensive and on a Sunday. Could be prepared to pay another year if on a Saturday and more notice given.
- ❖ **Family Fun (25/07/2017)** – We now have help with the BBQ but need cover for the bar as Chris and Lisa away, Alison offered to fill in for them.
- ❖ **Tim Kliphaus (18/11/17)** – Cost will be £800. **(Judith)**

4. Treasurer's Report

Q1 circulated together with revised budget for 2017. Not bad for first quarter, donation of £400 received from South Hams district council for the locks. Still waiting for the grant to cover CCTV, Bronwen to investigate. Caretaker costs reduced as just paying cleaning costs now. U3A hired the hall for Ann Widdecombe talk; hopefully they will use the hall again in the future. After writing to South Hams D.C 100% tax relief obtained.

5. Maintenance Committee Report.

Just a couple of outstanding items but nothing new has cropped up. Will get the dishwasher serviced as not been done for a while. Floodlight over disabled parking bay was replaced and paint wearing off the disabled sign, Chris will think about the best way forward. Door locks will need to be opened early for polling day, Chris will arrange.

6. AOB

- ❖ Mike Bone asked if the website address can go on our boards. Agreed **(Diane)**
- ❖ Mike asked if Chris would put out another e-mail for Festive Flutes. **(Chris)**
- ❖ Neill received letter regarding UK Parliament week, as no one had heard of this, so he will find out more information. **(Neill)**
- ❖ Still waiting for the school to come back regarding parking. **(Neill)**

Date of next meeting – 10 April 2017 in Yeo Room at 4.30pm

The meeting closed 5.15pm

Signed.....
Chairman

Date.....

THURLESTONE PARISH HALL

Minutes of committee meeting held
26 June 2017, 4.30pm, Yeo Room

PRESENT P Crawford, A Daily (Secretary), S Dwyer, N Irwin (Chairman), J Le Grice, P Macdonald, A Martin, D Martin, M C White, L White (Treasurer) & B Zaffiro.

1. Apologies received from M Stickland.

2. Minutes of meeting held 10 April 2017 agreed and signed.

3. Events Programme 2017.

- ❖ **Festive Flutes (22/4/2017)** – 93 tickets sold so covered our costs of £800. The bar made £81 with costs of £52.87 for drinks and £21 for the licence, overall profit of about £140. A very good evening and would be happy to have them back another year. **(Mike)**
- ❖ **AGM (15/5/2017)** – a very disappointing turnout. **(Neill)**
- ❖ **Cheese and Wine (01/07/17)** – Only 40 tickets sold so far, email will be sent again reminding people. Pat has ordered the pates, Joan Booth is making 2 salmon mousse and a butchers in Totnes are providing 2 meat ones. Sue has had to pay £50 to have the cheeses couriered to her. Alison will order the bread and buy rest of provisions. Diane has organised all the tableware and decorations but requires some jam jars and flowers, Pat and Sue volunteered these respectively. Request for goats cheese to be provided, Alison will get this. If numbers do not increase amount of food will be adjusted. Volunteers to help set up at 9.30. Tables to be in 2 or 3 rows depending on numbers. **(Pat)**
- ❖ **Family Fun (25/07/2017)** - BBQ all arranged. Kurling kit being ordered and will be showcased by Paul Martin. Space was discussed, as Bowls will also have to be accommodated. As Lisa is away she will leave change with Alison. Alison and Alan will man the bar, prices to be same as last year £2.50 for beer and £2 for wine. Graham and Val need to be contacted about the boules, Diane will contact Graham Worrall about Splat the rat, Neill will contact golf club for the golf and Kit Marshall will be asked for his Shove Ha'penny game. Diane asked if the committee would like to have the human fruit machine, as Paul will need to start making it, it was agreed. Diane has decorations and music in hand. **(Neill)**
- ❖ **Tim Kliphaus (18/11/17)** – He contacted Judith to ask if the date could be changed, told we are unable to do that. Need to ensure this is well attended which may require us to advertise further afield, Judith will get it on the Salcombe listing and Anna suggested it could be advertised at Kingsbridge Jazz club. **(Judith)**
- ❖ Matt Harvey the comic poet is appearing in an advert for Nationwide Building Society, he was very successful when he was here last, Neill is happy to approach him about the possibility of appearing next year. **(Neill)**

4. Treasurer's Report

Q2 circulated together with Q1 and 2. Made a huge profit this quarter owing to expenditure being much less than forecast. Donations received of £50 from Juliet Atkins, £1910.60 from Devon County Council TAP fund and £400 from South Hams District Council. Feed in tariff ticking over nicely. Commercial income received from the return of the garden furniture man and two elections, the hire of chairs for Libertas. Expenditure only on small items, also saving on caretaker costs at the moment. Dishwasher was repaired which cost £117.60, boiler £93, paint for disabled bay £144 and Dart fire check £104.68. We have £14828.37 in the cheque account, £52840.62 on deposit and £264 in cash.

5. Maintenance Committee Report.

Blanking plates on door finished.

Key plate shuts easier now.

Person who used to cut hedges and weed car park no longer available so seeking a replacement.

More chippings may need to go down some point in the future

August is good month to oil the floor, but will be at no cost us to us.

Bridge Club complained the dishwasher not cleaning mugs properly will test it at the Cheese and Wine.

6. AOB

- ❖ Pat Crawford raised the issue about the disabled parking bays not being wide enough to open the door and get out once a second car is parked. Also people are dropping off their partners who are disabled and then staying in the space for the duration, which they should vacate, spaces should only be for disabled drivers. Pat no longer attends events at the hall because of the problem with the parking, the last time she did she had to park on the road in the dark and was frightened of falling over.
- ❖ Alison will not be able to attend the next meeting due to family commitments, Pat kindly offered to take the minutes.

Date of next meeting – 7 August 2017 in Yeo Room at 4.30pm

The meeting closed 5.30pm

Signed.....
Chairman

Date.....

THURLESTONE PARISH HALL
Minutes of committee meeting held
Monday 7 August 2017, 4.30pm, Yeo Room

PRESENT: S Dwyer, N Irwin (Chairman), J Le Grice, P Macdonald, A Martin, D Martin , M Stickland, L White (Treasurer), C White.

1. **Apologies** received from A Daily and B Zaffiro

2. **Minutes** of meeting held 26 April 2017 agreed and signed

3. **Events Programme 2017**

- **Cheese & Wine** (1.7.17) 73 tickets sold. This had been an enjoyable event in a beautifully decorated Hall. Profit £160. Chairman thanked all concerned.
- **Family Fun** (25.7.17) Despite a lower attendance than hitherto, probably down to families remaining on the beach in glorious weather, it had been good fun but BBQ and drinks sales were poor as a result. Consideration to be given to changing the date as it is close to dates for other similar events going on in parish. The new Human Fruit Machine (made by Paul Martin) and the Kurling were both very popular. Suggested that the two “least profitable” of the activities should be dropped to make better use of the limited space available. Diane to ask Helen at the School if she can help to make a large advertising banne of some sort to boost attendance. **(Neill and Diane)**
- **Autumn Fair** (9.9.17) The usual stall holders had been contacted and were happy to help again. This year Natasha Baldwin (Alison’s daughter) was willing to provide a greetings card stall and the Fruit Machine would again go into operation with perhaps small chocolate bars or similar given as prizes. An additional fun game to be sought if possible. Setting up, 9am on the day. **(Pat)**
- **Tim Kliphuis** (18.11.17) Despite requesting a change of date, Tim will come as arranged on 18 November. **(Judith)**
- **Draft Programme for 2018** will be drawn up by Neill. He will approach Matt Harvey again and Anna suggested the “Wild Artichoke” pop-up restaurant. They had spoken to her with a view to using the Hall. The committee were agreeable in principle to this suggestion but Anna will explore further details with them for later consideration. **(Anna and Neill)**

4. **Treasurer’s Report**

Current statements of account were circulated. The cost of the recent hedge-cutting and weeding in the car-park and surrounding areas was £302 and Dart Fire’s inspection of the fire extinguishers £186, with replacement of one extinguisher. Kurling equipment cost £369.

5. **Maintenance Committee Report**

Defibrillator: Chairman now considered it important the Hall should have a defibrillator and sourcing will be investigated. If a grant is not available, the Hall will fund. **(Neill)**

Oven: Despite previous reports that the kitchen cooker was faulty (it appeared not to cook the Family Fun chips properly) by following the instruction manual at this year’s event, it was found to function perfectly.

Dish-washer: This is not cleaning the dishes properly and will be tested. **(Chris)**

Floor Oiling: To be done as soon as possible. **(Chris)**

Hand-dryers in Gents: One dryer is not working. **(Chris)**

6. AOB

Committee Membership. Anna had asked Tink Donald from Buckland if she would join the committee but the answer was “No”. However, she is very willing to help at any event.

Parish Website. Currently the Parish Hall is shown as having “one invalid” car parking space and this is to be amended to say there are “two disabled” car-parking spaces. **(Diane)**

7. Date of next meeting - 18 September, 2017 in Yeo Room, 4.30pm

The meeting closed at 5.30pm

Signed.....
Chairman

Date.....

THURLESTONE PARISH HALL

Minutes of committee meeting held
18 September 2017, 4.30pm, Yeo Room

PRESENT: P Crawford, A Daily (Secretary), S Dwyer, N Irwin (Chairman), J Le Grice, P Macdonald, D Martin, & B Zaffiro.

1. Apologies received from A Martin, M Stickland, and C & L White

2. Minutes of meeting held 7 August 2017 agreed and signed.

3. Events Programme 2017

- ❖ **Autumn Fair (09/09/17)** – Neill apologised for his absence due to illness, but despite fewer attending was very successful and made a profit of £740. **(Pat)**
- ❖ **Tim Kliphaus (18/11/17)** – A ticket price of £12.50 was agreed. Judith has offered them accommodation but may have to call on someone else if not feeling up to it. Advert going in next edition of Village Voice, will be added to the website, Chris to send round robin, Judith will arrange for it to appear on What's on in Salcombe list. Event needs to be well publicised to be a success, perhaps Mike could put the A frame outside the shop again. **(Judith)**
- ❖ **2018 Events** – Definite events are the Autumn Fair in September, Open Gardens also in September, Cheese and Wine in July and the Family Fun Day to be trialled in May. Neill contacted Matt Harvey but not received a reply, wait for Anna to provide details of the Pop up Restaurant. Another suggestion was Tim Abel who will be available from March next year. Request for more interactive events such as a Murder Mystery or Dance, Groveline proved successful last time. Hall booked for a WW1 exhibition on 11/12 November and Kurling taster sessions will be held in late autumn. **(Neill)**

4. Treasurer's Report – Nothing reported as Lisa away.

5. Maintenance Committee Report.

Dishwasher cleaned and is now working properly.

Hand-dyer in Gents is not working.

Hall floor has been oiled.

6. AOB

- ❖ Defibrillator received waiting for to be fitted. Once installed we can discuss training when everyone here.
- ❖ Agenda list needs to be updated. A new Chairman needs to be recruited. **(Alison)**
- ❖ Keys in the cupboard need organising and a laminated list stuck on the wall. **(Diane)**

- ❖ Diane has a price for a 6 x 3 ½ ft. roll up advertising banner for the village green which costs £70/75 for an extra strong one. We tell them what wording we want and they can leave spaces for details to be stuck on. Neill would like to have the Maintenance Committees input on this.

Date of next meeting – 30 October 2017 in Yeo Room at 4.30pm

The meeting closed 5.25pm

Signed.....
Chairman

Date.....

THURLESTONE PARISH HALL

Minutes of committee meeting held
30 October 2017, 4.30pm, Yeo Room

PRESENT: P Crawford, A Daily (Secretary), N Irwin (Chairman), J Le Grice, P Macdonald, A Martin & D Martin.

1. Apologies received from S Dwyer, M Stickland, C & L White & B Zaffiro

2. Minutes of meeting held 18 September 2017 agreed and signed.

3. Events Programme 2017

- ❖ **Tim Kliphaus (18/11/17)** – Advance ticket sales currently stand at 45. Advertised in What's on in Salcombe, Tim sends out his own list of where he is appearing and Neill has contacted the Kingsbridge Jazz Club. The trio will be staying with Judith all being well. (**Judith**)
- ❖ **2018 Events** – Neill contacted the brilliant pianist Johan de Cock who could play at the hall on 27/10/17 for £450, committee agreed so Neill will confirm. Tim Abel is available after March. Family Fun in May probably without a BBQ, Cheese and Wine in July, Open Gardens and Autumn Fair in September. Diane contacted the Murder Mystery Company and they can come on 17 November for a fee of £150 if fed or £100 if not. Also discussed the possibility of some kind of dance in February. Judith also suggested Tiger Drumming who came to the WI and were very good, they would love to do an evening event, which they would arrange, and a Japanese lady in the group could also provide Japanese food. Circus Berzerkus are popular for children, we will add to the list for 2019.
- ❖ **Wild Artichoke** – they have visited the hall and are very keen to use it as a venue. They will publicise the event, which consists of 2 courses for £30 payable in advance. We would provide crockery etc. and set up the tables as well as a couple of us running the bar, this will provide profit for the Hall. Suggestion was February or March, Anna will contact them to arrange a date. (**Anna**)

4. Treasurer's Report - Lisa sent a report in her absence. Income of £130 received for Car Parking. Donations received of £500 from DCC and £350 from SHDC towards the Defibrillator. Income from the Autumn Fair of £740.72 but Family Fun was a disappointment just under £100 was made. £2 received from Teamakers. Expenditure for the Defibrillator that cost £1602.26 in total and £52.30 for cleaning materials.

5. Maintenance Committee Report.

Hand-dyer in Gents has been removed and will be replaced with the one from the Ladies where a new one is to be installed.

Air Fresheners put up in various places around the Hall, but not proved popular with groups using the main Hall, so some have been removed.

6. AOB

- ❖ Anna would like to arrange for the Heartstart group to do a Defibrillator demonstration for about 20 people and suggested we invite representatives from the groups who use to Hall to attend. Gillian Marshall will also arrange a St Johns Ambulance presentation that will cater for more people. Another option is to use the DVDs provided and the mannequin for practice with small groups or at home. **(Anna)**
- ❖ Keys in the cupboard, this will be a bigger job then expected, as first key tried did not fit. **(Diane)**
- ❖ A list of dates for 2018 meetings will be drawn up. **(Alison)**

Date of next meeting – 4 December 2017 in Yeo Room at 4.30pm

The meeting closed 5.25pm

Signed.....
Chairman

Date.....

THURLESTONE PARISH HALL

Minutes of committee meeting held
30 October 2017, 4.30pm, Yeo Room

PRESENT: A Daily (Secretary), S Dwyer, N Irwin (Chairman), J Le Grice, P Macdonald, D Martin, M Stickland, C White, L White & B Zaffiro.

1. Apologies received from P Crawford & A Martin.

2. Minutes of meeting held 30 October 2017 agreed and signed with a correction of the spelling of the Japanese Drumming, which should have been Taiko not Tiger.

3. Events Programme 2017

- ❖ **Tim Kliphaus (18/11/17)** – 110 tickets sold making it a hugely successful evening, Neill congratulated everyone involved. They would like to come back again next year but as 2018 programme is already full will pencil them in for 2019 and it will be emphasised it has to be on a Saturday. **(Judith)**
- ❖ **Ceilidh – (10/02/17)** – They have been booked and will cost £400, which they want in cash at the start of the event. Time is 7.30 to 10.30 and tickets will be £7.50. No stage or tables needed but a bar will be provided so a licence is required. **(Diane)**
- ❖ **Wild Artichoke – (10/03/17)** – All arranged and will consist of 2 courses for £30 booked through Wild Artichoke and payable in advance, it will be advertised on their website in the new year. We shall need the contact details in case people come to us to book. Hall will provide crockery etc. and set up the tables so need to know numbers and if there is a limit. Are they aware there are no saucepans or serving dishes, also will they require the Hall to be decorated and tablecloths etc. provided. No hire for the hall but corkage will be charged which will be payable to the hall. **(Anna)**
- ❖ **Tim Abel (21/02/17)** – A date was confirmed; they will perform as a duo as other singer is unavailable. There will be a mix of music genres, but do not know the cost as yet.
- ❖ **Open Garden, Autumn Fair and Cheese & Wine dates confirmed.**
- ❖ **Neil Maya Quartet** – Jazz musicians who perform all types of jazz including works by Dave Brubeck are happy to come and perform in 2019.

4. Treasurer's Report – 4-quarter reports circulated. New car parking permit issued. Donations received from South Hams District Council and Devon County Council totalling £850 towards the defibrillator. Events income includes £575 profit from Tim Kliphaus and 3 parties and a commercial booking from Charles Head. Cost of new equipment was £523.46 for fitting the defibrillator, £186 for the new hand-dryer plus £33 for fitting this and moving old one to the gents. Caretaker costs are lower as cleaning products already purchased being used up. New arrangement is working well. TV Licence and Internet paid as well as heating oil topped up.

5. Maintenance Committee Report.

Most items have already been covered in Treasurer's report. Front door lock crashed and had to be rebooted. We have talked about putting down more gravel in the car park.

6. AOB

- ❖ Is the Kurling equipment included in the hire of the hall, the answer was yes. Will we also hire it out externally, answer was no. **(Diane)**
- ❖ Should we do write ups of events for the village voice, this is something to think about it could certainly go in the news round up. **(Diane)**
- ❖ Damaged screen on storeroom, Chris to have a look. **(Chris)**
- ❖ Booking Secretary – we have a lady in the village that is willing to take on this role but is waiting for a diagnosis of a health condition. No further action until outcome is known. **(Diane)**
- ❖ Heartstart demonstration – this will be arranged sometime in the New Year but if anyone on the committee or their families would like a demonstration Anna is happy to do that, the DVD's are excellent. **(Anna)**

Date of next meeting – 22 January 2018 in Yeo Room at 4.30pm

The meeting closed 5.30pm

Signed.....
Chairman

Date.....

MINUTES OF THE PARISH HALL ANNUAL GENERAL MEETING
HELD ON MONDAY 15 MAY 2017 IN MAIN HALL

PRESENT: N Irwin (Chairman), A Daily (Secretary), P MacDonald, A Martin, D Martin, M Stickland, and 3 members of the public.

1. APOLOGIES: received from P Crawford, S Dwyer, J Le Grice, C White, L White, B Zaffiro, G Marshall and K Marshall.

2. MINUTES OF THE 2016 AGM

Minutes of the previous years AGM held on 3 May 2016 had been on display on the Parish Hall noticeboard and on the Parish website and were taken as read. Chairman proposed they be accepted and was agreed by all. The Chairman signed and dated the minutes.

3. MATTERS ARISING FROM THE MINUTES

There were no matters arising.

4. CHAIRMAN'S REPORT

The Chairman, Neill Irwin, said he and all the committee take serving the community very seriously and he would like to thank all the officers and members, especially Karen Levitt and Midge Elliott who have left in the past year. He said it was important to remember the hall is here for the community and is not a profit making enterprise. A special welcome is extended to Anne Russell who has taken over the role of online booking secretary; Diane Martin continues to take care of the hall side of things.

Many people attend the various entertainments staged and then help to clear away tables and chairs, a pattern has been established which works well.

Details of tonight's meeting were advertised on the website, but unfortunately not many people attended. The minutes of all the committee meeting back to 2002 now feature on the website and Paul Martin is working on setting up alerts for when new minutes appear.

Neill showed slides of events from last year and then outlined events for 2017. Typical events were Rackets, a Quiz night, Plant sales, the Autumn Fair, Musical evenings such as Jonathan Delbridge and Festive Flutes. Private bookings were for events such as Kurling, children's parties and weddings. A new venture for last year was the Open Gardens; which Sue Dwyer made a very good job of, lets hope next years will be even better. Upcoming events include the Cheese and Wine, Family Fun, Autumn Fair and Tim Kliphaus, All will be advertised on the website and Village Voice.

Pat Macdonald thanked Neill for chairing the meeting and for all his work at the Hall.

5. ACCOUNTS FOR YEAR ENDING 31.12.16

In the absence of Lisa White, Mike Stickland distributed the accounts and read the report.

The Parish Hall has had another solid year. The solar panels installed in 2011 continue to represent a tremendous return bringing in a total of £2119.84, which is similar to 2015. The job of Treasurer is much easier using the Solar Accounting Programme that produces invoices, receipts, statements and different kinds of reports, it enables emails to be sent to Hall users, saving time and money and invoices are nearly all paid through the banking programme. Only one cheque was written last year.

As the Parish Hall is now 11 years old some items are coming to the end of their lives and will need to be replaced.

Our income increased in 2016 mainly due to donations and grants towards new equipment made during the year.

1. A most generous parishioner donated the funds of £1375 required to prepare a new disabled parking bay and £200.14 to install a sensor light for the bay.
2. Devon County Council provided a grant of £2000 from the invest in Devon Fund to enable the Hall to purchase a new floor cleaner and an up to date laptop computer. The floor cleaner has improved the presentation of the hall for all users but in particular activities involving floor work, often in bare feet, such as Pilates, Tai Chi, Yoga and Nia. It has also reduced annual expenditure on external contractors to oil the floor from £597.42 to £144.24. The Hall had a number of laptops all over 10 years old which were unable to run up to date software.
3. Probus in Thurlestone closed last year and their remaining funds were split between several charities and the parish hall received £271.81.
4. George Hubbard continues to save his 20ps in the shop for the Parish Hall, last year we received £60 and Juliette Atkin continues to support the hall with her donation of £50.

The car parking permits increased in 2016. There are 5 holiday homes, 1 with 2 spaces. £75 is also received from Friends of Thurlestone School towards the maintenance of the car park.

Bookings for weddings remained the same.

Our events income and expenditure have both fallen and it is these events throughout the year that keep our finances healthy, but the Hall does rely on the support of parishioners for these. We cancelled one event and were in danger of cancelling another because of lack of support. However, we did have a very successful Wine and Cheese lunch to celebrate the Queen's 90th birthday, the Open gardens event was extremely successful despite the atrocious weather, the Family Fun evening went well as did the Autumn Fair.

Uncategorised income in the past has come from monies earned by colour printing the Village Voice Front Cover and Teamakers. However, Village Voice has now purchased it's own colour printer so this source of income has gone. Though the expenditure on ink has reduced considerably.

The expenditure on new equipment includes the disabled parking bay for which we received a total donation of £1575.14, a new hearing loop (638.40), additional mugs and cutlery (£134.06), the floor cleaner (1296.00) covered by grant, the new laptop (£724.92) also covered by grant, the new remote locking system (594.60) and new CCTV Cameras (£1989) for which we have recently received a grant of £1910.60 from Devon County Council TAP funding.

Utilities are on a monthly payment scheme for electricity, telephone and Internet. We made considerable savings switching from BT to PlusNet.

Our Caretaker resigned in October and hasn't been replaced. The front door now operates remotely and users of the Hall have been given a unique code to gain access. We now have a regular cleaner and overall should save money on caretaker duties. However we did use professional cleaners for November and to deep clean the toilets and kitchen.

The repair bill is made up of PAT testing, Dart Fire Protection checking fire extinguishers and fire alarms, Oil Burner Services for the boiler and the 5 yearly electrical check together with a number of smaller items.

The Parish Hall remains a huge asset to the residents of Thurlestone, West Buckland and Bantham. Our hire rates are extremely competitive and see no need to increase them at this time. The whole parish should be proud of their Parish Hall.

Finally, a very big thanks you to our Independent Examiner, Gavin Price, who is so impressed with our accounting system.

Neill proposed the adoption of the accounts, Pat Macdonald and Diane Martin seconded this.

Robin Macdonald asked if all costs have been recovered for the initial outlay of the solar panels? Not yet but it has proved a good investment especially with low interest rates. Neill proposed the retention of our external examiner, Pat MacDonald and Diane Martin seconded this.

6. ELECTION OF OFFICERS

The Chairman, Treasurer and Secretary will stand for the coming year, seconded by Mike Stickland and Anna Martin and were elected by the meeting.

Neill gave notice this will be his final year, he is the longest serving Chairman and will stand down at the end of the coming year.

7. ANY OTHER BUSINESS

No matters arising.

Neill thanked everyone who attended.

Meeting closed at 6.15

THURLESTONE PARISH HALL

Minutes of committee meeting held
22 January 2018, 4.30pm, Yeo Room

PRESENT: P Crawford, A Daily (Secretary), S Dwyer, J Le Grice, P Macdonald, A Martin, D Martin, M Stickland (Acting Chairman), C White, L White & B Zaffiro.

1. Apologies N Irwin.

2. **Minutes** of meeting held 4 December 2017 need date changing on the first page but otherwise agreed and signed on the second page.

3. Events Programme 2018

- ❖ **Ceilidh – (10/02/18)** – Fee is £400 with supper to be provided. Licence applied for and 16 tickets sold so far, big and small posters needed for displaying. Set up time changed to 3pm as a children's party booked for the morning, this should not be a problem as just chairs, bunting and lights required. **(Diane)**
- ❖ **Wild Artichoke – (10/03/18)** – 42 tickets sold so far, would like a maximum of 90. Wild Artichoke prefers tables of 8 to 10 people so list of people required. Set up will be 10am using our tablecloths unless advised otherwise, Hall providing crockery and cutlery, there don't appear to be many water jugs for the tables, will check with WA if they provide them. Diane will collect small jars for flowers to decorate the tables. Bunting and candles to be used, Chris to check candles to see if they are all in working order. Guests to pay corkage on their bottles of wine, background music will also be provided. Yeo Room being used for Prep. **(Anna)**
- ❖ **Tim Abel (21/04/18)** – Fee of £800, so tickets to be charged at £12, licence required for wine bar. There will be 3 of them, Tim and his wife will stay with his Grandfather and Connor will stay with Pat M. **(Pat M)**
- ❖ **Open Garden (15/07/18)** – Piece to go in Village Voice advertising for gardens, as Sue does not have enough. Vera Palthorpe providing refreshments at the Hall. Sue will have a sale of Perennials in her garden the proceeds of which will be jointly shared between the Hall and a charity Sue's church supports in Kenya. **(Sue)**
- ❖ **Heartstart** – They have given 2 dates the 19 or 24 April. It lasts for 2 hours and is for only 20 participants, Anna would like to target the groups who use the Hall, Diane will give her a list. The 24 April is also the date of the AGM, which starts at 6pm but as this usually only lasts about 20 minutes there shouldn't be a problem as chairs will already be out.
- ❖ **Tim Kliphaus** – Has been e-mailed about a return visit in 2019, but no reply as yet. **(Judith)**

4. **Treasurer's Report** – Balance sheet and reports circulated, covered most of this in our last meeting. Caretaker costs higher this quarter due to payment for previous quarter not paid until October. Profit of Approx. £8000 mainly due to not so much replacement of equipment, caretaker costs being less and PAT testing not being done until this year and Paul M only charges for materials. We are one of the lowest charging Parish Halls to hire and considering

we have cut back on events this is very pleasing. We do have to thank our Councillors who have given funds towards various projects.

5. Maintenance Committee Report.

Nothing much to report, had an issue with the automated door lock software so unable to put in code. Brenda e-mailed about the cubicle in the men's loo, which has a leak and will need looking at. Water heater needs a new filter.

6. AOB

- ❖ Sue reiterated the need for gardens for the open day. **(Sue)**
- ❖ Reminder that the Horticultural Show will be here in August so would the Bridge Club play in the Yeo Room so exhibitors can display their entries. **(Pat M)**

Date of next meeting – 12 March 2018 in Yeo Room at 4.30pm

The meeting closed 5.19pm

Signed.....
Chairman

Date.....

25 January 18

THURLESTONE PARISH HALL

Minutes of committee meeting held
12 March 2018, 4.30pm, Yeo Room

PRESENT: A Daily (Secretary), S Dwyer, J Le Grice, N Irwin (Chairman), P Macdonald, A Martin, D Martin, M Stickland (Acting Chairman), C White, L White (Treasurer) & B Zaffiro.

1. Apologies P Crawford.

2. Minutes of meeting held 22 January 2018 agreed and signed.

3. Events Programme 2018

- ❖ **Ceilidh – (10/02/18)** – Those who attended had a wonderful time but unfortunately not enough people turned up so incurred a loss of £112.80. Should not be deterred from holding a similar event again. The Murrays in the village offered their services for another time. **(Diane)**
- ❖ **Wild Artichoke – (10/03/18)** – Very successful evening with 90 tickets sold, profit of £320 made from corkage. Plenty of positive feed back especially from Wild Artichoke, who thanked Anna and the committee for all their help in setting up and clearing away, they are very keen to host another event. If they want to do this they would be charged the normal commercial rate or negotiated fee, which they would recoup by charging corkage. There is a need for water glasses; these could be stored in the kitchen cupboards if the beer glasses put in the loft. Lighting was a bit low so people couldn't read the menu.
- ❖ **Tim Abel (21/04/18)** – All proceeding smoothly, Tim has provided a playlist consisting of mostly songs from musicals with piano solos of classical and jazz. In Village Voice and on the website, Chris to send out round email. **(Pat M)**
- ❖ **AGM (23/04/18)** – 6pm in the main Hall, Neill will be standing down as Chairman.
- ❖ **Family Fun (29/05/18)** – Discussed arrangements for providing food at the event, various options will be investigated before making a decision. Human fruit machine and Kurling will make a return. Licence is required. **(All)**
- ❖ **Cheese and Wine (23/06/18)** – Sue will get cheese from Bookers if someone goes with her. Did not have enough salmon pate last time and mushroom pate was very difficult to find. **(All)**
- ❖ **Open Garden (15/07/18)** –A few volunteers come forward but more needed, another appeal to go in the Village Voice and on website. **(Sue)**
- ❖ **Heartstart (19/04/18)** – sent out email to clubs only had about 4 replies, notice to go up in the school. Table Tennis will need to move into the Yeo Room. **(Anna)**

4. Treasurer's Report – Balance and profit and loss sheets circulated. Made £8055 surplus last year. Do not have to pay rates to SHDC this year. Parking permit invoices sent out and most already paid; these will be increased to £65 next year. Events are going well, 5 children's parties already this year. Caretaker and cleaning costs are less, utility bills paid and repairs of £33.81 for toilet, £80 for slate tiles and £89.95 for water filters. £489.61 in credit for first quarter.

5. Maintenance Committee Report.

The storeroom off the main hall needs cleaning and sorting out; a working party will be assembled for this task.

Need to buy lamps for stage lights and replacement batteries for the candles.

No need for more chippings in the car park at present time.

The main hall needs redecorating and possibly the outside.

Will look at finding comfortable folding chairs.

Need to think what else needs replacing or required, one suggestion was sound absorbers to reduce the noise when everyone talking, Chis will look into this.

The situation with regards to Mrs Collins and the problem of water gushing through her wall when it rains will be investigated as she is convinced it is coming from the Hall.

6. AOB

- ❖ Neill raised the possibility of land becoming available when the garage next door is sold and would like to know if part of it could be made available for community use, as it would be very useful to us, we need to get this underway. The relevant council representatives will be contacted and the matter raised at the next Parish Council meeting with regard to purchasing the site. **(Neill)**
- ❖ Open gardens is on the same day as the Wimbledon’s Men’s final. **(Sue)**
- ❖ Could we provide lemonade and teas and coffees at events for those people who drive? **(Diane)**

Date of next meeting – AGM on 23 April 2018 in Main Hall at 6pm

The meeting closed 5.50pm

Signed.....
Chairman

Date.....

18 March 18

THURLESTONE PARISH HALL

Minutes of committee meeting held
11 June 2018, 4.30pm, Yeo Room

PRESENT: A Daily (Secretary), S Dwyer, J Le Grice, P Macdonald, A Martin, D Martin, M Stickland, C White, L White (Treasurer) & B Zaffiro.

1. Apologies P Crawford.

2. Minutes of meeting held 12 March January 2018 agreed and signed.

3. Events Programme 2018

- ❖ **Tim Abel (21/04/18)** – Brilliant evening with 72 tickets sold. Profit after costs of £111.60. **(Pat M)**
- ❖ **Family Fun (29/05/18)** – Successful evening and changing the time of year seemed to work, Pizza Van went down well and they are prepared to return. Pimms also a hit Profit after costs £233.40. Need to provide more games for next year and also look into prizes. Events need to be publicised more with banners for the green and use of A frames, Anna already put in a request for the neighbourhood plan banners when they are finished with. **(All)**
- ❖ **Cheese and Wine (23/06/18)** – Sue and Diane will get cheese and any other items they can from Bookers, Judith will buy the rest and Alison will order the bread from the Post Office. Chris will get the drinks and crisps. Diane to ask Joan Booth if she can provide Salmon pates and if she knows where vegetarian pate can be obtained. Set up from 9.30am Diane has tablecloths, bunting and will prepare jars of flowers. **(All)**
- ❖ **Open Garden (15/07/18)** – Volunteers needed to help host one garden and sell tickets in the Hall. Judith will help Juliet and Alison will sell the tickets. Vera Palthorpe providing teas and cakes in the Hall, request for cakes that will be purchased separately from entrance fee of £2. Balloons at each venue. **(Sue)**
- ❖ **Autumn Fair (15/09/18)** - Whites, Pat and the Dailys not available but Liza will provide floats, Diane will issue invitations, set up at 9 with stall holders coming between 10 and 12, Pat will provide plans, need to find out if Karen Livett willing to do teas. **(Diane)**
- ❖ **Johan De Cock -(27/10/18)** – Alison to e-mail Neill for details of this booking.
- ❖ **Tim Kliphaus** – Judith received email saying he will be coming to the South west in Oct/Nov 2019 would this be acceptable, yes provided it is a Saturday. **(Judith)**
- ❖ **Heartstart** would like to arrange another session for beginning of November. **(Anna)**
- ❖ **Booking Secretary** – Anne Russell has stepped down due to ill health but has been replaced by Barbara Williams who will come to committee meetings but is unable to help with setting up. Jo Parkin would also love to come back on the committee; both will be invited to next meeting. We do need to encourage younger people to join.

4. Treasurer's Report – Q2 balance sheet. £50 donation received from Juliet Atkins. Garden furniture man was back, 1 party, Avon Forum used main hall and chairs were hired out. New

equipment was glasses and batteries. Caretaker costs 29 hours over the last 2 months. Repairs were for Thermostatic valve for men's loos, Fire extinguisher and alarms. We are doing OK.

5. Maintenance Committee Report.

PAT testing revealed one LED string lights not working. Dart Fire recommended the emergency lighting and smoke detector should be replaced as 13 years old. Main tap in kitchen is leaking. Chris is asking for a quote to replace the out-dated whiteboard in the Yeo Room with a 65-inch TV screen, which can be connected up to a laptop. Do we need more gravel in the car park.

6. AOB

- ❖ Request received for better quality and more comfortable stacking chairs. Padded stackable chairs are obtainable but require more storage space, which we don't have. There are 20 comfortable chairs in the Yeo room if needed. **(Sue)**

Date of next meeting –23 July 2018 in Yeo Room at 4.30pm. Apologies received from Mike Stickland, Chris and Lisa White.

The meeting closed 5.45pm

Signed.....
Chairman

Date.....

18 June 18

THURLESTONE PARISH HALL

Minutes of committee meeting held
23 July 2018, 4.30pm, Yeo Room

PRESENT: A Daily (Secretary), S Dwyer, J Le Grice, P Macdonald, D Martin,

1. Apologies P Crawford, A Martin (resigned), M Stickland, C & L White, B Williams & B Zaffiro.

A letter of resignation has been received from Anna Martin giving her reasons, which include putting on events that fail to make a useful profit, not getting people to buy tickets in advance and putting on events which fail to attract people who live outside Thurlestone".

. The Committee would like to thank Anna for all her help and efforts since joining but understand her reasons for leaving.

2. Minutes of meeting held 11 June 2018 agreed and signed.

3. Events Programme 2018

- ❖ **Cheese and Wine (23/06/18)** – 66 Tickets sold and was enjoyed by all, as it is a good occasion for those who don't like to venture out in the evenings to get together and catch up with everyone. Only made a very small profit, need to look at the cost of the tickets in future as included unlimited food and drink. Some excess food sold off. **(All)**
- ❖ **Open Garden (15/07/18)** – Very successful afternoon with a profit of £480. Sue had placed an advert in the local paper and this attracted people from as far a field as Exeter, Paignton and Totnes. Plant sales were £194, which was split between the hall and Sue's charity. Several people asked if next time it could be held in the spring. More tea and cake was sold this time and everyone appreciated being able to watch the tennis. Well done Sue and thank you to everyone who contributed to making this such a success. **(Sue)**
- ❖ **Horticultural Show – (04/08/18)** – The Society has this all in hand.
- ❖ **Autumn Fair (15/09/18)** – Diane has contacted all the stallholders and nearly everyone has replied, WI will be doing a cake stall. Posters to appear in the next edition of the Village Voice, we need someone to produce these for us in future. Another person required to help on the Table Tennis raffle, as various people are away, Pat will ask people who play if they will help. Set up at 9am ready for the stallholders to arrive from 10- 12 am. John Davie will man bookstall. **(Diane)**
- ❖ **Johan De Cock -(27/10/18)** – Neill asked about this event and he said he would provide details to someone before the event. Alison to contact him to say we need to know by the next meeting so ticket prices can be set and whether a bar is required.

4. Treasurer's Report – In the absence of the Treasurer a breakdown of Q2 results had been sent by email, which showed that in spite of higher utility bills, and repairs the income was higher than forecast so we are showing a profit. Tim Abel made a profit of £112.60, Family

Fun £233.40 and Cheese and Wine £7.85, though not all tablecloths etc. used so will reduce costs next time they are required.

5. Maintenance Committee Report.

Chris also away but the new TV screen will be installed in the Yeo room during August.

6. AOB - None

Date of next meeting –10 September 2018 in Yeo Room at 4.30pm.

The meeting closed 5.10pm

Signed.....
Chairman

Date.....

26 July 18

THURLESTONE PARISH HALL

Minutes of committee meeting held
10 September 2018, 4.30pm, Yeo Room

PRESENT: A Daily (Secretary), J Le Grice, P Macdonald, D Martin, M Stickland, L White & B Zaffiro

1. Apologies: P Crawford, S Dwyer, C White, and B Williams

2. Minutes of meeting held 23 July agreed and signed.

3. Events Programme 2018

- * **Autumn Fair - (15/09/18)** – Everything in hand, Diane has spoken to all the stallholders again to confirm details, she also has the layout plan. There will be no Human Fruit Machine as unable to man it. Tables will be set up in the Yeo Room on Friday for people to bring in their contributions. Tables will be set out at 9am on Saturday ready for stallholders to come in at 10am. Return at 2pm for start at 2.30 pm. Animal charity will pick up any remaining Bric a Brac but not until Monday, this will be put in the Yeo Room because of the children's party in the Main hall, Pat M will let them in. **(Diane)**
- * **Johan De Cock - (27/10/18)** – Concert cancelled because our piano is not suitable.
- * **Murder Mystery – (17/11/18)** - Theme is Pantomime at a cost of £100, provided we supply supper for the cast of 12 (Pat and Judith offered to help Diane) and print the synopsis etc. that Village Voice has agreed to do for a charge. 3 prizes to be provided. They will arrive at 6 unless they need rehearsal time in the morning, Yeo room will be used as a green room and the stage will be along the wall under the clock. It will be BYO food and drink. Evening starts at 7pm, when the cast will circulate round the tables and the performance will commence at 7.30pm with an interval at 8.15pm and resume about 9pm. A decorative screen required will provided by Pat M. They will bring their own sound engineer. Diane & Alison will sell the tickets and the poster is ready to go in Village Voice.
- * Alison will produce posters for events from now on.
- * Committee did not think it feasible at this current time to introduce online ticket sales.
- * Need to start thinking about next years events, Tim Kliphaus will probably come later in the year and Diane will look into getting the Auctioneer company from Exeter to stage a Call my Bluff evening.

4. Treasurer's Report – Q3 was circulated which doesn't include September. School paid for their parking permit, the open gardens raised £480, 2 parties raised £220. Events expenditure was £32.40 to advertise in the Gazette for the open gardens which was money well spent. Telephone and Internet costs pricey, Chris will look at these. Cleaning materials are high as we stocked up. Electricity bill was £555 in credit, £353.27 refunded and monthly payment reduced to £135. Waiting for feed in tariff. Repairs were for cutting hedges at £168 and the floor cleaner. Doing all right and still have September to be factored in.

5. Maintenance Committee Report.

Lisa read out the report in Chris' absence. The new AV system not installed yet as unable to obtain the screen, now in the hands of the delivery company so hopefully upgrade will take place this week. Both County and District councillors have promised money towards this later in the year. Floor cleaner developed a fault which cost £460 to repair but unfortunately hasn't cured the problem so another engineer is due and a new motor may be required, Chris will make a complaint about the cost of all this and will also look at the cost of getting a machine solely for oiling floors. Boiler maintenance is in hand. Annual fire equipment check suggested replacement of the emergency lights for brighter more modern ones and same applies to the smoke detectors. Chris will cost these also.

6. AOB –

- * Pat Macdonald has rolls of banqueting tablecloths she will bring up for hall use. **(Pat M)**
- * World War 1 exhibition in November, last time the Hall didn't charge it would be the same this time. **(Pat M)**
- * A recruitment poster for more volunteers for the committee will appear in the next edition of Village Voice. **(Alison)**
- * Should we advertise that we can hold weddings, suggestion is it can go it later edition of the Village voice. **(Judith)**

Date of next meeting – 22 October 2018 in Yeo Room at 4.30pm.

The meeting closed 5.30pm

Signed.....
Chairman

Date.....

11 September 18

THURLESTONE PARISH HALL

Minutes of committee meeting held
22 October 2018, 4.30pm, Yeo Room

PRESENT: A Daily (Secretary), S Dwyer, P Macdonald, D Martin & M Stickland

1. Apologies: P Crawford, J Le Grice, C & L White & B Zaffiro.

2. Minutes of meeting held 10 September agreed and signed.

3. Events Programme 2018

- **Autumn Fair - (15/09/18)** – Raised £563.13, which though a good sum is down on previous years. This could be due to other local events on the same day and the quality and type of prizes available. Should we consider a later date and better options for next year? **(Diane)**.
- **Murder Mystery – (17/11/18)** – Posters up, slight technical hitch regarding billboard posters to be resolved, but 37 tickets sold thus far. Diane will arrange the prizes. Pat providing screen and Village Voice will print programmes. Supper arranged and stage and lighting in hand. New members of the cast may want to come and rehearse but if not they will arrive at 6pm. Table plan to be completed nearer the time. **(Diane)**

2019 Events

- **Tim Kliphaus** has been confirmed for 30 November.
- Diane spoken with the Auctioneers from Exeter regarding a Call My Bluff evening, they do not charge a fee but cannot do Saturdays, they suggested a Thursday, probably in October. This would mean cancelling table tennis or relocating it to the Yeo room.
- Family fun once again in May, need to decide on what food to provide, though pizza was popular there was quite a wait. Need to think up some new games and how to entice people in.
- Alistair Durden wants to hold a charity concert in aid of Save the Children on 16 March, there would be a 20-piece orchestra playing popular classics charge, they would like to provide drinks and nibbles in the interval.
- Do we want another dance or food evening such as Wild Artichoke.
- Another suggestion was Jonathan Delbridge.

4. Treasurer's Report- N/A

5. Maintenance Committee Report. – N/A

6. AOB

- Advert for recruits produced a couple of replies proving help and Sylvia Woodford will attend our next meeting. **(Alison)**
- Pat asked if we have the dates for next year's meetings and the AGM. Possible dates will be brought to the next meeting for agreement. **(Alison)**

Date of next meeting – 3 December 2018 in Yeo Room at 4.30pm.

The meeting closed 5.20pm

Signed.....
Chairman

Date.....

23 October 18

THURLESTONE PARISH HALL

Minutes of committee meeting held
3 December 2018, 4.30pm, Yeo Room

PRESENT: A Daily (Secretary), J Le Grice, D Martin, C White, L White (Treasurer), S Woodford & B Zaffiro

We welcomed Sylvia Woodford to the meeting as our newest recruit.

1. Apologies: P Crawford, S Dwyer, P Macdonald & M Stickland.

2. Minutes of meeting held 22 October agreed and signed after an amendment.

3. Events Programme 2018

- **Murder Mystery – (17/11/18)** - A very successful evening enjoyed by all. Diane has thanked the company and said we will rebook in a couple of year's time. 61 tickets sold and profit after expenditure was £335.25. **(Diane)**

2019 Events

- **Tim Kliphaus** has been confirmed for 30 November. **(Judith)**
- **AGM – Tuesday - (12/03/2019)**
- **Call My Bluff** – Looking at the 10th October, the auctioneers don't charge and bring all the objects, quiz sheets, pencils and prizes. Would like 40 people minimum and a couple of tables for their use. It will be a BYO supper. **(Diane)**
- **Family Fun - (28/05/19)**, decided even though Pizza was successful, the long wait may deter people this time, therefore looking at other food options. **(All)**
- **Autumn Fair** in September. Check dates of other events to avoid clashes. Though it is a lot of work it does make a good profit for the Hall. Better quality items and a rethink of some of the stalls is required, plus better advertising. Looking to place boards at junction with the A381 and signage on the village green together with an advert in the local paper. **(All)**
- Other suggestions put forward included: Beetle Drive, Dance Band, Beer and Wine Festival and a Fashion Evening.

Private Charity event to be held on 2nd March - we have been asked to provide the food and drinks and serve them. As a charity ourselves we are unable to support other charities.

4. Treasurer's Report-

Q4 and yearly report circulated, income consists of £489 for the Murder Mystery, £125 for 3 Children's parties, Non Parish income: £25 Avon Estuary Forum, £26 Charles Head and £12 for hire of chairs. December income not included, when we have a wedding booking. Events expenditure was Murder Assured. New equipment totalling £4412.44, £3682.80 of which was for the new screen and the rest as follows, a San Disk back up system for the NAS computer, spare key for the boiler, smoke detectors, 10 emergency lights and 3 exit lights. Telephone and Internet is £40 per month, which is too much, should be able to get it cheaper. Electricity in credit so expecting another rebate. Oil tank filled and water rates as usual. Repairs were £102.60 for March & Baker for annual inspection of AHU and fire damper. TV

licence increased to £150.50 and annual fee of £16.79 for the lock on the front door. Bridge club will be purchasing 20 cushions for the chairs at a cost of £200, of which the Hall will pay half as previously agreed. We have £18,800 in current account.

5. Maintenance Committee Report.

At our meeting had a good look round and some of the walls and woodwork need redecorating, Chris will get costings. Emergency lights will be fitted on 4th December. Flush control on the Gents urinal needs looking at. Chris looked into getting a machine to oil the floor but advised it would be more cost affective to hire a machine at £34 a time. Replaced the HDMI switch panel at £150. Chris applied to SHDC for £1000 from their community Sustainability Fund which was approved but not yet received, also been recommended by Rufus Gilbert for another £1000 from the Invest in Devon Fund, this money will offset some of the cost of the new screen, which has already been used by Village Voice and hopefully the Parish Council. Chris is willing to teach anyone how to use it. The Kitchen shutter has not been maintained. Working group put together to clear out the loft area, unfortunately the trap door has either been stood on or had something dropped on it, as it was broken but Paul Martin fixed it. Chris will get quotes for glass to enclose the porch to protect the locks from salt. Satellite Dish replaced at cost of £150 as salted up. Been trying to find a remote system to control the heating but no luck so far.

6. AOB

- Diane is unable to locate the tabletop display boards.
- We do not have a representative from the Parochial Church Council on the committee, an email will be sent to enquire about someone joining us from them.

Date of next meeting – 21 January 2019 in Yeo Room at 4.30pm.

The meeting closed 5.45pm

Signed.....
Chairman

Date.....

5 December 18

MINUTES OF THE PARISH HALL ANNUAL GENERAL MEETING
HELD ON MONDAY 23 APRIL 2018 IN MAIN HALL

PRESENT: N Irwin (Chairman), A Daily (Secretary), White (Treasurer), S Dwyer, J Le Grice, P MacDonald, A Martin, D Martin, M Stickland, C White and 4 members of the public.

1. APOLOGIES: received from P Crawford & B Zaffiro

2. MINUTES OF THE 2017 AGM

Minutes of the previous years AGM held on 15 May 2017 had been on display on the Parish Hall noticeboard and on the Parish website and were taken as read. Chairman proposed they be accepted and was agreed by all. The Chairman signed and dated the minutes.

3. MATTERS ARISING FROM THE MINUTES

There were no matters arising.

4. CHAIRMAN'S REPORT

Neill only had one thing to say and that was goodbye as he is stepping down from the position of Chairman after 6 years. It has been a real pleasure to have served as Chairman but it is time for new blood and new ideas. He said it is one of the easiest jobs on the committee as you only have to turn up for meetings and everyone else does the work. Anyone coming forward will have a dedicated and active committee behind them. One of the things he had been most impressed with was the extra help from people who are not on the committee but who help with things like setting up the chairs and stage and tidying up after events, He said that he thought that would be a problem when he took over but was pleasantly surprised.

We continue to offer a diverse range of events such as the high quality cabaret evening on Saturday through to our last event of the year, which will be a murder mystery, and we need this diversity to continue. Thank you to one and all and I look forward to attending future events in the Hall.

5. ACCOUNTS FOR YEAR ENDING 31.12.17

The Parish Hall has had yet another very solid year. The Solar Panels that were installed towards the end of 2011 continue to represent a tremendous return on our investment bringing in a total of £2180.60 in 2017, which is very similar to 2016. The initial outlay for the panels was £12115.00. Up to the end of 2017, we had received £12963.42 in feed-in-tariff. In other words, in a time when interest rates have been very low, we have more than paid off the capital spent in less than 7 years. However, the sun does need to keep shining for this kind of return to continue.

My job as Treasurer continues to be made very much easier by my Solar Accounting Program, an accounting system that produces invoices, receipts, statements and all different kinds of reports. I am able to email out all my invoices to Hall users now saving both time and expenditure on postage and stationery, and invoices are nearly all paid through the banking system. I wrote 1 cheque last year to the British Heart Foundation for the Defibrillator.

The Parish Hall is now nearly 13 years old and inevitably, some items are coming to the end of their lives and need to be replaced.

Our income in 2017 was slightly down on the previous year but our expenditure was considerably less. Hence, we have made a substantial surplus £8055.82 to add to our funds.

We continue to benefit from donations, which in 2017 totalled £3210.60:

1. In March 2017, South Hams District Council gave us £400 towards the cost of the new door locks installed in 2016. The total cost of the door locks was £594.60.
2. In May, Devon County Council gave us £1910.60 from their Tap Funding towards the cost of the new CCTV equipment installed in 2016. The total cost of the CCTV equipment was just under £2500.
3. In September 2017 and October 2017, we received grants of £500 from Devon County Council and £350 from South Hams District Council towards the cost of the Defibrillator against a total spend of

£1602.26 - £600 for the Defibrillator, £478. 80 for the Cabinet and £523.46 for the whole equipment to be installed.

4. Juliette Atkin gave us what has become her annual donation of £50.

The car parking permits increased in 2017. We now have 8 holiday homes on the Main Street, and we also receive £75 each year from the Friends of Thurlestone School towards the cost of maintenance of the car park. Our events income and expenditure both increased in 2017 and we had wonderful concerts from Jonathan Delbridge on Piano, Festive Flutes, and Tim Kliphuis brought the house down in November. Together with the Autumn Fair, the Family Fun Evening and the Cheese and Wine Lunch, we had a successful year. However, can I make a plea – please order your tickets well in advance so that we don't end up panicking as the date draws near.

The expenditure on new equipment includes £369.49 on the new Kurling equipment, which has been enjoyed by a number of organisations, the Defibrillator, and a new Hand Dryer for the Ladies. The Hand Dryer in the Gents inside loo had broken and needed to be replaced. The ladies had been moaning about their Hand Dryer and so we invested in a new hand dryer for the ladies and put the one from the ladies into the gent's loo – a successful outcome.

With regards to the utilities, I am on a monthly payment scheme for the electricity and telephone and Internet. We no longer have a full-time caretaker. The front door operates on a remote locking device and users of the Hall have a code to use to gain access to the Hall. This saves the manual unlocking and locking that used to be done each day. Brenda Jones is our regular cleaner. She does 10 – 12 hours of cleaning a month and overall, we are saving money on caretaker duties.

The Repairs bill is made up of Dart Fire Protection checking the fire extinguishers and fire alarm systems, Oil Burner Service for the boiler, Hedge Trimming, Dishwasher repair, together with a few smaller items.

Each year, South Hams District Council send me a Council Tax Bill. As a charity, we are entitled to an 80% reduction with the other 20% being at their discretion. Every year, I have to apply for the extra 20% and have always been given it. I do have to send in our accounts for inspection, though, and did wonder if I might be on a "sticky wicket" this year with our substantial surplus. However, this year, we have been given the full 100% reduction – no questions asked.

Thurlestone Parish Hall remains a huge asset to the residents of Thurlestone, West Buckland and Bantham. Our hire rates are extremely competitive compared to other Parish/Village Halls in the area and I see no reason to increase them at this time. The whole Parish should be very proud of their Parish Hall.

Finally, I would like to say a very big thank you to my Independent Examiner, Gavin Price.

I would like to propose the adoption of these accounts, which was seconded by Mike Stickland. Neill asked if everyone one was in favour and was carried by those present.

6. ELECTION OF OFFICERS

Neill standing down as Chairman, but Treasurer and Secretary will stand for the coming year, which was approved by the meeting. Neill will leave it to the committee to find his replacement but is happy to offer help and advice.

7. ANY OTHER BUSINESS

Anna Martin asked if we would be willing to allow Heartstart to do another Defibrillator demonstration towards the end of the year as last one so successful, agreed.

Anna Martin asked if the purpose was to make a profit or provide cheap entertainment for the Parish or a combination of the two. Neill said we are a none profit organisation but do need to make sure funds are adequate in case of major repairs, so inadvisable to make too any losses. The Hall is here for the benefit of the whole community. Acts are getting more expensive and audiences smaller, there is a need to attract younger people from Buckland and Bantham, if anyone has any suggestions the committee will take it on and make the necessary arrangements. Ticket prices are debated but there is a fine line between profit and loss.

Neill Irwin raised the need to look at the opportunity to purchase some or the entire garage site next door, large sums of money have been raised in the past and he would be happy to help with this.

Pat Macdonald thanked Neill for all his time and effort over the last few years, which all those present concurred with.

Neill thanked everyone who attended.

Meeting closed at 6.25

Signed:

Dated:

THURLESTONE PARISH HALL

Minutes of committee meeting held
21 January 2019, 4.30pm, Yeo Room

PRESENT: J Booth, A Daily (Secretary), S Dwyer, J Le Grice, P Macdonald, D Martin, M Stickland, C White, L White (Treasurer), & B Zaffiro

1. Apologies: P Crawford, V Hopper and S Woodford.

2. Minutes of meeting held 3 December 2018 agreed and signed.

3. Events Programme 2019

- **AGM - (12/03/2019)** – In the absence of a Chairman, Chris kindly volunteered to chair the AGM.
- **Beetle Drive - (27/04/2019)** Lisa has the sheets so should be straightforward to put on. **(Lisa)**
- **Family Fun - (28/05/2019)** – Still looking at food options. Regular games Boules, Kurling, Golf, Shove Ha’penny, Bar Skittles and Human Fruit Machine will return with hopefully a couple of new games. Alison looking at Archery sets. Bar will require a licence. **(All)**
- **Autumn Fair - (07/09/2019)** – Committee concerned about lower footfall, date chosen to avoid clashing with other events in September. A better mix and quality of stalls is required, as well as publicising of the fair. **(All)**
- **Call my Bluff - (10/10/2019)**- Date finalised, Diane will provide supper for the Auctioneers. It will be BYO. **(Diane)**
- **Tim Kliphaus - (30/11/2019)** – Also BYO. **(Judith)**
- **Defibrillator Training** – to be arranged for April **(Alison)**

4. Treasurer’s Report-

Statement of financial activity and balance sheet circulated, showing finances are in a healthy state, in spite of buying the new screen for the Yeo room. The last event was the Murder Mystery that made a profit of £335.25. Expenditure was £4598.75, which includes the new screen, various lights, heat detectors, installing a new SKY dish, cistern for the Gents loo and a backup for the computer system. Caretaker costs more for this quarter as it includes 4 payments. TV/Internet payments have been reduced by £10 a month. Repairs were for PAT testing and Dart Fire Protection. Had an excellent year for FIT payments of £2300. We are doing very well with children’s parties. Oil costs higher but this varies depending on the time of year purchased. SHDC not charging us Council Tax this year.

5. Maintenance Committee Report.

Had a problem with the hot water boiler as running under temperature, engineer came but not resolved, will be chased up. Loft clearance taken place and shelving donated by Paul Martin assembled and already filled. Picture frame requested for the instructions for the screen. Though a remote control for central heating cannot be found, managed to find one for

thermostats which would enable us to control the Hall and the Yeo room separately and can be installed without changing any wiring at a cost of £252, agreed by the committee. Problem caused when a young boy played with the keypad on the door and managed to lock it so Table Tennis were unable to get in. Chris will obtain quotes for re-decorating. Mike asked if PIR lights could be fitted in the loos, Chris will look at this as well as more environmentally friendly urinals.

6. AOB

- Who owns the Clothes Bank in the car park and do they pay us anything? Owned by Planet Aid, who do not pay us any money and are supposed to send us a report regarding the amount of clothing donated. One year they emptied a tonne of clothing, they prefer clothes they can sell but those they can't are turned into cloths. **(Pat)**
- Banners for advertising cost the same for two separate ones as for a double-sided one. One would be for the family Fun Day and the other for the Autumn Fair. Cost is £48 + VAT for economy and £75+VAT for premium. Dates and numbers are £2 each. Suggested attaching to metal posts. **(Diane)**

Date of next meeting – AGM Tuesday 12 March 2019 in the main hall at 6pm.

The meeting closed 5.50pm

Signed.....
Chairman

Date.....

23 January 19

THURLESTONE PARISH HALL

Minutes of committee meeting held
29 April 2019, 4.30pm, Yeo Room

PRESENT: A Daily (Secretary), S Dwyer, J Le Grice, V Hodder, P Macdonald, D Martin, M Stickland, C White, L White (Treasurer), C & S Woodford & B Zaffiro

New Members Sylvia and Vida were welcomed to the committee along with Christian Woodford who sat in.

1. Apologies: J Booth, P Crawford.

2. Minutes of meeting held 21 January agreed and signed.

3. Events Programme 2019

- **Defibrillator Training – (25/04/2019)** - 16 people attended an excellent session held by Heartstart. Next year will hold on a Monday for those who can't make a Thursday. **(Alison)**
- **Beetle Drive - (27/04/2019)** – Unfortunately as only 4 people expressed an interest it was decided to cancel the event. Will try again early next year. **(Diane & Lisa)**
- **Family Fun - (28/05/2019)** – The wood fired pizza co will return and the committee agreed to the purchase of an Archery set. Chris already purchased the drinks. Chris will ask golf club for their golf game. Also need to ask for the Bar Skittles and Shove Ha'penny. Banners to go up on the green and at the top of the village by the Thurlestone sign. Occasional Cards in Kingsbridge will display a poster. Alison to produce a list of games and number of stewards required so will be looking for volunteers. A-frame board advertising the pizza to stand at the entrance to the car park during the day, as this worked well last year. Tables and chairs to go outside for people to sit at. Set up at 4.30 **(All)**
- **Autumn Fair - (07/09/2019)** – The matter of the wedding reception being held on the same day has been resolved. Bronwen offered to do the raffle. Need fewer but better prizes. Card stall will return.
- **Tim Kliphaus - (09/11/2019)** – Date changed from 30th November to the 9th. **(Judith)**

4. Treasurer's Report-

Q1 and early Q2 reports circulated. In spite of no events held we received £747 income. Bank interest has increased. 7 car-parking permits issued with another one expected. Donations received from SHDC and DCC. Received our highest ever FIT payment for the first quarter amounting to £304. 1 private party held. Main Hall Non Parish was for the English class and ANOB meetings. Expenses-Kurling £17.75, parts for the heating system £119.99 & £188.98. Frame for AV instructions £8, banners £373.97, our half for the Bridge Club cushions came to £148.09. Caretaker costs are only for 2 months. Treasurer bought a new file and dividers. Telephone and Internet reduced by £10 per month. Electricity increased from £155 to £207 so expecting big rebate in August. Oil costs include a delivery so is quite high. Repairs of £192, which was a delayed invoice for the upgrade to the AV

system, and the servicing of the hot water boiler as not heating up properly. This month's income was £128 from the garden furniture man and expenses were the drink for the family fun day, clock for Yeo room and 10 light bulbs £26.

5. Maintenance Committee Report.

Had a couple of problems with the door locking mechanism and is on Chris' to do list. Also need to look into upgrading the Wi-Fi system, which is not up to full range when playing videos, looking at the best way, round the problem and waiting for costings as this is something that will be used more and more. Waiting for a quote for the redecoration of the main hall but nothing as yet forthcoming, so will look elsewhere. Car park needs new gravel asked if committee would sanction this all agreed. Will order gravel from Torr Quarry and hire a mini digger to carry out the work.

6. AOB

- Received polling cards for European Elections now, if goes ahead will need to notify the Hall users it will be unavailable. (Diane)
- The blinds in the Yeo room are not working properly, Chris will look at them. **(Judith)**
- The heating in the Yeo room was too hot this morning, they have to open a window, which is not good for our energy bill, and Chris will look at this also. **(Vida)**

Date of next meeting – Monday 10 June 2019 in the Yeo Room at 4.30.

The meeting closed 5.40pm

Signed.....
Chairman

Date.....

8 May 19

THURLESTONE PARISH HALL

Minutes of committee meeting held
10 June 2019, 4.30pm, Yeo Room

PRESENT: A Daily (Secretary), V Hodder, N Hurrell, P Macdonald, D Martin, M Stickland, C White, L White (Treasurer) & S Woodford.

- We welcome Nigel Hurrell to the committee as the new representative for the Parish Council.

1. Apologies: J Booth, P Crawford, S Dwyer, J Le Grice & M Stickland.

2. Minutes of meeting held 29 April agreed and signed.

3. Events Programme 2019

- **Family Fun - (28/05/2019)** – A very nice evening with a good turnout and a profit of £265.17. The new games went well and there are already ideas for some more next year. All agreed Pizzas were too expensive, need to explore different options for next year. If we cater ourselves, a food hygiene certificate is required. **(All)**
- **Autumn Fair - (07/09/2019)** – Currently going through the process of contacting people, but so far Cakes, Teas, raffle, books, cards, Bric-a Brac and possibly two new stalls selling dog grooming products and Kingsbridge Museum merchandise have been confirmed. Unfortunately the date clashes with the Kingsbridge Show, which could be an issue. Banners to be put up once the Church BBQ ones taken down. **(Diane)**

4. Treasurer's Report-

Reports Q1 and Q2 circulated, Q2 does not include June. Not much has happened. Income – Family Fun, Garden furniture man, 2 elections that raised £416, a funeral, normal lettings and Rosalind Spiers is hiring chairs for her concerts. Expenditure for the Family Fun and £26.09 for materials for the cancelled Beetle Drive which will be rearranged in the future. Lots of little bits of equipment purchased. Caretaker costs up this quarter, as 4 months are included. £29.99 for TV and Internet. Cleaning materials, electricity high but will get refund in August. Water rates have gone up a bit. Repair is for Dart Fire Protection, original invoice not received but when reminder came it was for just £36.74 as apparently we have a £30 credit from 2014, details will be emailed.

5. Maintenance Committee Report.

Boiler has been serviced but not much else has been spent. As previously agreed to re-gravel the car park now need to coordinate the materials and equipment, Nigel volunteered to help with this. Still looking for someone to provide a quote for redecoration of the main hall. Also still waiting for a price on installing a new HDMI socket. Looking at various options for re-siting the WIFI router, we will experiment with a wireless access point (such as the golf club has just installed) this costs £75 and we can fit it ourselves. Floor to be oiled in August for which we will hire the appropriate machine. Roll of safety tape purchased at request of the WI to cover trailing extension leads.

6. AOB

- **Sue Dwyer** emailed to say she has resigned from the Bridge committee, as no longer playing so cannot be their rep on our committee. However, she is happy to continue as a co-opted member if we would like. Members unanimously agreed. **(Alison)**
- **Joan Booth** also emailed to say that as she is unable to attend the meetings due to other commitments, she feels it would be better for her to stand down, for which she offers her sincere apologies. She will mention it at the next PCC meeting to see if someone else is willing to join. The committee thank her for her time and are sorry it didn't work out. **(Alison)**
- **Short Mat Bowls** – these are heavy and take up space in the storeroom in the main hall, as no one is using them should they be sold. Chris said they can go in the loft but would like a bowls club to come back to the hall. A piece will appear in the next edition of the Village Voice regarding this. **(Diane)**
- **Car Park Safety** – After witnessing a near miss when a car exited the car park, is it possible for mirrors to be put up opposite? Trimming the hedges would also help. Chris will deal. Can yellow zigzag lines be painted to stop cars being parked near the entrance? This would be a matter for the council. **(Alison)**
- **Monitor in the Yeo Room** - asked to enquire if the monitor could be made freestanding to enable it to be moved to a better position. Though Chris has every sympathy, as is extremely heavy and requires 3 men to lift it, it wouldn't be feasible. Possibility it could be moved higher up, if it went in the corner by the window it would impinge too much on the size of the room. **(Alison)**
- Received two pension administration letters for unknown individuals addressed to the Hall. Will check it is a bona fide company and then return to sender. **(Lisa)**

Date of next meeting – Monday 29 July 2019 in the Yeo Room at 4.30.

The meeting closed 5.18pm

Signed.....
Chairman

Date.....

19 June 19

THURLESTONE PARISH HALL

Minutes of committee meeting held
29 July 2019, 4.30pm, Yeo Room

PRESENT: A Daily (Secretary), S Dwyer, P Macdonald, D Martin, M Stickland & S Woodford.

1. Apologies: P Crawford, V Hodder, N Hurrell, J Le Grice, C & L White (Treasurer).

2. Minutes of meeting held 10 June agreed and signed.

3. Events Programme 2019

- **Autumn Fair - (07/09/2019)** – Posters to be printed waiting for coloured paper to arrive, Sylvia offered help in distributing these and banners will go up on the green and by the Thurlestone sign. Diane looking at the layout to enable all the stalls to fit in, some may possibly go in the Yeo Room. If cakes not selling like last year could they be portioned and sold so people can eat them with their teas. Set up time for the tables 9 o'clock ready for stallholders arrival between 10-12noon **(Diane)**
- **Call My Bluff – (10/10/2019)** – Diane to find out from Auctioneers time they wish to start, last time it was 7pm, supper to be provided for the 3 of them. It will be BYO and tickets priced at £5. This was a charity event for Macmillan Cancer Support before organised by someone from Salcombe, it would be useful if we could publicise the event there. Sylvia's husband belongs to the rowing club, Judith may be able to get it added to the Salcombe distribution list and Diane can ask Nola if she would put up a poster. **(Diane)**
- **Tim Kliphuis – (09/11/2019)** – last time tickets were £12.50 and 110 sold. Find out from Judith his fee before setting price. Pat said Malcolm Le Grice designed a lovely poster previously. It will also be BYO. **(Judith)**

4. Treasurer's Report-

As Treasurer on holiday Q1 & Q2 circulated by email with the following notes: Donation of £50 from Juliette Atkin, Events Income – Family Fun Evening. Main Hall Commercial – Garden Furniture Salesman, 2 Elections, 2 children's parties. Main Hall non-parish – J D Andrews Funeral Chair hire, Rosalind Spears (more to come). Events Expenditure – mostly Family Fun Evening & £26.09 on Beetle Drive. New Equipment – Yeo Room Clock £26.49, 10 Osram Deluxe Light Bulbs, Bluetooth Audio Lead £3.44, HDMI Cabling £11.42, Safety Tape £5.99, Ubiquiti Networks WLAN Access Point Repairs – Dart Fire Protection – Service of Alarms & Smoke Detectors and Fire Extinguishers £276.74 & Oil Burner Service £252.60.

5. Maintenance Committee Report.

As Chris away there is nothing to report. Screen in Yeo room discussed and a mobile freestanding unit was dismissed but it should be moved up higher.

6. AOB

- **Open Gardens 2020-** Sue has decided on 28th June, Diane will put it in the diary. **(Sue)**
- **Family Fun 2020** - Sylvia found a company selling ice-creams from a 1920s tricycle who work all around the south west, as well as a fish and chip van from Wales who also cover our area. Diane asked Brenda if she knew anyone who would be willing to BBQ for us and she said Mike, who will do it provided we supply the BBQ. **(Sylvia & Diane)**
- **Good Time Jazz** – at the Church Fete a member of the Jazz band mentioned it is the only booking they have and they are all friends who enjoy playing together so would like to do more. Perhaps we could hold an afternoon tea dance next year. **(Diane)**

Date of next meeting – Monday 9 September in the Yeo Room at 4.30.

The meeting closed 5.15pm

Signed.....
Chairman

Date.....

30 July 19

THURLESTONE PARISH HALL

Minutes of committee meeting held
9 September 2019, 4.30pm, Yeo Room

PRESENT: A Daily (Secretary), S Dwyer, N Hurrell, P Macdonald, M Stickland & C & L White (Treasurer)

1. Apologies: P Crawford, V Hodder, J Le Grice, D Martin & S Woodford

2. Minutes of meeting held 29 July agreed and signed.

3. Events Programme 2019

- **Autumn Fair - (07/09/2019)** – There was a very nice atmosphere even if fewer people attended. Well done to everyone for their efforts especially Diane who put in so much work. Profit of £455 was down on previous years but we were up against the Kingsbridge Show. Changes and new stalls will be brought in for next year. **(Diane)**
- **Call My Bluff – (10/10/2019)** – The Auctioneers want a prompt 7pm start so posters say 6.30 for 7 start. It will be BYO drinks only, tickets priced at £5 and posters will also be put up in Salcombe. Set up is 5pm as WI in the hall until 4.30, but they will leave out the tables and chairs. **(Diane)**
- **Tim Kliphuis – (09/11/2019)** – Ticket price agreed as £12.50, Mike and Lisa will sell tickets and Malcolm Le Grice has designed the poster. Chris and Lisa kindly agreed to accommodate the musicians. It will be BYO supper and drinks and set up time is 10am. **(Judith)**

4. Treasurer's Report-

Very little to report as not much happens during the summer holidays, as mentioned a £455 profit was made at the Autumn Fair, we also received a £200 donation from a family who used the car park for their daughter's wedding. As expected the electricity has overpaid by £391 so the direct debit will be reduced. Other than that, income is from normal bookings.

5. Maintenance Committee Report.

As Chris has been away there hasn't been time to re-gravel the car park but with Nigel's help this will be arranged. Hedge trimming was supposed to happen by the end of August but as yet has not been done. When Chris has a free weekend he will hire a polisher to oil the floor in the main hall, hire charge will be about £34. He approached the owners opposite about putting up a mirror to help see when leaving the car park, they said no, but thinks one can be put by the advertising board to enable you to see up the road. Still waiting to hear from the audiovisual guy. Rope lights are all faulty so looking at other options with Paul, also asked for the most cost effective way of converting the wall lights to LEDs. Still not heard from the decorators, he will be supplied with some other contacts. Also looking into raising the TV monitor.

6. AOB

- **Open Gardens 2020-** Sue told about National Gardens who would organise and advertise the open garden day for us for 50% of the profit. Committee felt there was no need. **(Sue)**
- **Family Fun 2020** – Diane contacted Icycle Tricycle about supplying ice creams, the lady is based in Tiverton and would ask for £30 towards fuel costs she usually donates 10% of her profits. **(Sylvia & Diane)**
- **Good Time Jazz** – They charge £250 and would be happy to do something for us on a suitable date. **(Diane)**
- **Judith** – sadly Judith will stand down from her duties on the committee for the time being while she recuperates from a major operation she will undergo shortly. We all wish her a full and speedy recovery.

Date of next meeting – Monday 21 October in the Yeo Room at 4.30.

The meeting closed 5.15pm

Signed.....
Chairman

Date.....

16 September 19

THURLESTONE PARISH HALL

Minutes of committee meeting held
21 October 2019, 4.30pm, Yeo Room

PRESENT: A Daily (Secretary), S Dwyer, M Stickland & C & L White (Treasurer)

1. Apologies: P Crawford, V Hodder, J Le Grice, N Hurrell, D Martin & S Woodford

2. Minutes of meeting held 9 September agreed and signed.

3. Events Programme 2019

- **Call My Bluff – (10/10/2019)** –An excellent evening and the 35 people who attended enjoyed themselves. A cheque for £25 has been received from someone who was unable to attend due to ill health but this will be returned. Thank you to everyone, especially Sue, who made such an effort to try and encourage people to come along (**Diane**)
- **Tim Kliphuis – (09/11/2019)** – 66 tickets sold so far, set up time will be 10 o'clock and a stage will be required as well as tables and chairs. We will need serviettes for the glasses on the table. Chris will email Tim about accommodating him and anyone else and if they require supper. Chris will also send another round robin email. No response from Kingsbridge jazz club. Sue will ask round Yarmer again. It would be worth obtaining email addresses from attendees so they can be informed of future events.
- **2020 Events** – long discussion regarding this and whether to continue holding events, it was decided we should. Open Gardens already arranged for 28th June. Family Fun Day and the Autumn Fair (which will include more craft stalls to entice people in) is also on the agenda. Wild Artichoke could be asked for a return visit and Mike will approach Jamie Rogers to found out if he would be willing to hold an event. Could more use be made of the projector by streaming live events. Also discussed a wine tasting, beer festival and a daytime tea dance or cheese and wine with the jazz band from the Summer Fete.

4. Treasurer's Report-

Q 1,2,3 & 4 circulated but not much to report, profit increased by £20 for the Autumn fair and received the FIT payment of £919.71. £200 donated for the use of the car park for a wedding. Cavells held a property auction and hope to return. Q4 events income of £300 is for Call my Bluff and 5 Tim Kliphuis tickets. 3 parties held, Avon Estuary were back and Rosalind Spiers hired chairs. Expenses were for trimming the hedges at a cost of £131.50. Q4 just includes October.

5. Maintenance Committee Report.

Received one quote of £1300 for painting under the dado rail and all of the white woodwork in the main hall, entrance hall and Yeo room., waiting for another for comparison. Need to

agree a date to gravel the car park. Have looked at options for changing the wall lights to changeable colour LEDs Aurora was a fabulous system but not powerful enough, can't be tried before purchase, cost £28 each and are round instead of rectangular. Found some floodlights which would fit at a cost of £18 a bulb on Amazon. It was proposed we purchase one bulb and test it before committing to the whole hall, this was agreed. None of the rope lights work properly so thought about LED strips which would fit under the dado rail, decision to leave these until wall lights tried out. Someone has reversed into the fence but as we are not sure whose fence it is and the damage is not drastic, will leave it and see what happens.

6. AOB

- Chris raised the issue of sending the annual report to the Charities Commission now there is not a chairman. He has sent this year's and removed Neill as point of contact and as a Trustee. We do need some more permanent members as Trustees so Alison and Mike were proposed.

Date of next meeting – Monday 2 December in the Yeo Room at 4.30.

The meeting closed 5.50pm

Signed.....
Chairman

Date.....

24 October 19

THURLESTONE PARISH HALL

Minutes of committee meeting held
2 December 2019, 4.30pm, Yeo Room

PRESENT: A Daily (Secretary), S Dwyer, D Martin, P Macdonald, M Stickland, C & L White (Treasurer) & S Woodford

1. Apologies: P Crawford, V Hodder, J Le Grice & N Hurrell,

2. Minutes of meeting held 21 October agreed and signed.

3. Events Programme 2019

- **Tim Kliphuis – (09/11/2019)** –94 tickets sold and the higher fee of £900 was paid to Tim leaving a profit of £262.40. It was a fantastic evening once again with quite a few people coming from outside the parish. Well done to everyone for their efforts in making this a success. **(Judith & Chris & Lisa)**
- **Family Fun - (26/05/2020)** - date confirmed
- **Open Gardens – (28/06/2020)** – Sue has Rectory Gardens confirmed so far, tried a couple of others but they are either away or not responded. Asked if anyone knew of other suitable gardens, would like about 5 in total so everyone can get around them all. Teas are all organised but would be grateful for some cakes. Perennial sale in Sue's garden **(Sue)**
- **Autumn Fair - (12/09/2020)** - date confirmed.
- **2020 Events** – Other suggestions put forward- Festive Flutes, Ukulele Orchestra, Cheese and Wine with Jazz band, Beetle Drive, Circus Berzercus, Maggie Duffy, Wine Tasting, Jamie Rogers & Pig Racing.

4. Treasurer's Report-

Q4 circulated. Received a £110 donation from George Hubbard. Other income from Call My Bluff and Tim Kliphuis. Avon Estuary Ass. hired the hall and Rosalind Spears hired chairs. Expenses include Tom Kliphuis fee and the printing of the programmes by Village Voice. Received an oil delivery and water rates have almost doubled this month. Floor Cleaner repaired at a cost of £137.83. Annual charge for the locks of £16.57. TV licence paid. Still have December's income/expenditure to come, which will include the hiring of the hall for the General Election and the invoice for the redecoration of the main hall.

5. Maintenance Committee Report.

Decorator should be starting this week but will have to work around bookings. Tried out a new LED floodlight but not bright enough, a higher wattage one should be ok but more expensive to buy though it will be cheaper to run than the current ones. Proposed the replacement of the current lights at a cost of £480, which was agreed. None of the rope lights work, so looking at LED strips which only come in 1 colourway as opposed to mixed and are Wi Fi controlled, they would cost £400. Committee decided this requires further investigation to find other less complex alternatives. Car park resurfacing still outstanding, as is the oiling of the floor, difficult finding time to fit them in. Mike asked if a PIR light could

be fitted in the Gents loo, Chris is happy to talk to Danial Knight about the viability of installing one. Alison asked if the boiler/ printing room could be vacuumed from time to time. Having trouble contacting audio chap regarding installation of a new HDMI socket as hardly in the country, also wants to speak to him regarding motorised LED stage lights which would reduce the use of ladders.

6. AOB

- Had a problem when the hotel hired tables and returned them in a dirty state which other users of the hall had to clean them before they could use them. Diane will contact the hotel. **(Alison)**
- Could we look at getting some new tablecloths as existing ones are looking a little shabby. **(Alison)**
- Judith was asked after and we were informed she is doing very well.

Date of next meeting – Monday 20 January 2020 in the Yeo Room at 4.30.

The meeting closed 5.50pm

Signed.....
Chairman

Date.....

6 December 19

MINUTES OF THE PARISH HALL ANNUAL GENERAL MEETING
HELD ON TUESDAY 12 MARCH 2019 IN MAIN HALL

PRESENT: C White, L White (Treasurer), A Daily (Secretary), J Booth, S Dwyer, V Hodder, J Le Grice, P Macdonald, D Martin, M Stickland, S Woodford, B Zaffiro and 8 members of the public.

1. APOLOGIES: received from P Crawford

2. MINUTES OF THE 2018 AGM

Minutes of the previous years AGM held on 23 April 2018 had been on display on the Parish Hall noticeboard and on the Parish website and were taken as read. M Stickland proposed they be accepted and all agreed this. They were signed and dated.

3. MATTERS ARISING FROM THE MINUTES

There were no matters arising.

4. CHAIRMAN'S REPORT

In the absence of a Chairmen Chris White addressed the meeting.

I am very pleased the Hall has had another successful year, though money income has changed from when I was Chairmen as it used to be evenly balance between Hall users and events, now we make more from the regular users of the Hall. We would like to increase the income from events but the committee are finding it increasingly difficult to predict what people want. The demographic has changed as our regular supporters move away or are no longer with us; therefore we need to attract a new and younger audience to come along.

I am very pleased we are financially sound enough to be able to upgrade equipment as and when necessary, in this regard we are very grateful to Judy Pearce and Rufus Gilbert for their generous funding.

I would like to thank all the committee for without their enthusiasm the Hall would not run. I also thank those who have left us in the last year and welcome the new members and thank them for coming forward. If anyone else feels like volunteering or knows of anyone who would, they will be very welcome and would make life easier for the rest of the committee. We are particularly in need of a Chairman, as it looks us look more professional.

I would like to especially thank the following:

Alison Daily who has expanded her role as Secretary to that of more a PA role and keeps us organised in the absence of a Chairman.

I would also like to thank Paul Martin who does a huge amount of work and is doing a very good job, almost that of a caretaker's role thus saves us the cost of employing one.

Diane Martin who has taken on once again the role of booking Secretary, if anyone would like to take on that role they do not need to be on the committee and they can do it from home. Diane is happy to continue for the time being.

I hope you and the whole community will come and support us at our future events.

5. ACCOUNTS FOR YEAR ENDING 31.12.18

The Parish Hall has had yet another very solid year. The Solar Panels that were installed towards the end of 2011 continue to represent a tremendous return on our investment bringing in a record total of £2310.27 in 2018 compared with £2180.60 in 2017. The initial outlay for the panels was £12115.00. The capital outlay for the panels was paid off in less than 7 years and we are guaranteed to receive the payments for another 19 years – an excellent return at a time when interest rates have been very low.

My job as Treasurer continues to be made very much easier by my Solar Accounting Program, an accounting system that produces invoices, receipts, statements and all different kinds of reports. I am able to email out all my invoices to Hall users now saving both time and expenditure on postage and stationery, and invoices are nearly all paid through the banking system.

The Parish Hall is now nearly 14 years old and inevitably, some items are coming to the end of their lives and need to be replaced.

Our income in 2018 was down on the previous year but our expenditure was up. However, we still made a surplus £1493.97 to add to our funds.

Donations in 2018 were only £56, £50 being from Juliette Atkin with what has become her annual donation to the Hall. However, this year, we have already received £1000 from South Hams District Council and £1000 for Devon County Council towards the upgrade of the Yeo Room AV system.

The car parking permits increased in 2018. We have 8 holiday homes on the Main Street, and we also receive £75 each year from the Friends of Thurlestone School towards the cost of maintenance of the car park.

Our events income and expenditure were both down in 2018. We had a very successful Wild Artichoke Pop-Up Restaurant in the Hall and we had a wonderful concert from Tim Able and his wife, a fun Ceilidh evening and an intriguing Murder Mystery Evening. Together with the Autumn Fair, the Family Fun Evening, the Cheese and Wine Lunch, an Open Gardens day in Thurlestone, we had a successful year. However, we do need you to support our events.

The income from private parties has increased hugely over previous years, Thurlestone Parish Hall being one of the preferred venues for kid's parties.

The main expenditure on new equipment was £3682.80 to upgrade the AV system in the Yeo Room but as I have already mentioned we have already received £2000 in donations this year. We needed to replace the smoke detectors and the emergency lights in 2018. The sky dish needed to be replaced and we bought new glassware and bowls for the kitchen, together with batteries, spare keys and fairy lights for the Xmas tree. With regards to the utilities, I am on a monthly payment scheme for the electricity and telephone and Internet.

We no longer have a full-time caretaker. The front door operates on a remote locking device and users of the Hall have a code to use to gain access to the Hall. This saves the manual unlocking and locking that used to be done each day. Brenda Jones is our regular cleaner. She does 10 – 12 hours of cleaning a month and overall, we are saving money on caretaker duties. My husband is now able to operate the heating system remotely.

The Repairs bill is made up of Dart Fire Protection checking the fire extinguishers and fire alarm systems – hence the expenditure on new smoke alarms & emergency lights; Oil Burner Service for the boiler; Hedge Trimming; Pat testing on the all of the electrical items; repairs required in the Gents Loo, the annual inspection of the shutter in the kitchen together with a few smaller items.

South Hams District Council are now automatically giving us the full 100% reduction on our Council Tax Bill without me having to fight for it. As a charity, we are entitled to an 80% reduction with the other 20% being at their discretion.

Thurlestone Parish Hall remains a huge asset to the residents of Thurlestone, West Buckland and Bantham. Our hire rates are extremely competitive compared to other Parish/Village Halls in the area and I see no reason to increase them at this time. The whole Parish should be very proud of their Parish Hall.

Finally, I would like to say a very big thank you to my Independent Examiner, Gavin Price.

I would like to propose the adoption of these accounts.

Proposed by D Martin, seconded by M Stickland

6. ELECTION OF OFFICERS,

Unless anyone wishes to stand, everyone will remain as they are.

7. ANY OTHER BUSINESS

- Paul Martin would like to thank Lisa for her efficiency in dealing with financial issues.
- Pat Macdonald thanked Chris for chairing the meeting.

- Chris informed everyone that Joan Mackenzie had sadly passed away. She was an amazing benefactor of the Hall. In the loft there are many photographs she took over the years and they are a wonderful record of the Parish. I would like to put on record all the work she has done over the years.

Chris thanked everyone who attended.

Meeting closed at 6.18pm

Signed:

Dated:

THURLESTONE PARISH HALL

Minutes of committee meeting held
20 January 2020, 4.30pm, Yeo Room

PRESENT: A Daily (Secretary), N Hurrell, J Le Grice, D Martin, P Macdonald, M Stickland, C & L White (Treasurer) & S Woodford

1. Apologies: P Crawford, S Dwyer, V Hodder,

2. Minutes of meeting held 2 December agreed and signed.

We were pleased to have Judith back after her convalescence Pat was presented with gifts for her special birthday along with a celebratory drink. The committee wished to show their appreciation of everything she does not just for the hall but for the whole Parish.

3. Events Programme 2020

- **AGM - (10 March)**
- **Family Fun - (26th May) (All)**
- **Open Gardens - (28th June)**– Sue has three possibles plus hopefully The Old Rectory and Lower Kerse. Once she returns, she will give this her full attention. **(Sue)**
- **Autumn Fair - (12th September)** – This event needs further discussion at a later date regarding the format, should it be more craft based instead of relying on volunteers from the various clubs. Sylvia attended a craft fair at Rattery Village Hall which was very successful. **(All)**
- **Festive Flutes** –They are expensive, but it was felt they would be appreciated in the Parish and their last concert was well attended. Possible dates will be drawn up and Mike will contact them for their availability. **(Mike)**
- **Ukulele Orchestra** – Investigate this as another option. **(Chris)**
- **Wild Artichoke** –Successful previously; we will ask Sue if she would approach them about a return visit.
- **Tim Kliphuis** - Judith will find out his availability for 2021.
- Lisa will look at setting up a BACS payment system for the purchase of tickets

4. Treasurer's Report-

Final accounts for the year were circulated. Income included the hire of the hall for the general election and the Yeo Room for Touch for Health. Expenditure was a kettle at £22.99, redecoration of the Main Hall and lobby area at a cost of £1574 and the annual charge for the locks. There was a surplus in 2019 due partly to the FIT payments which were their highest ever this year and regular hirers of the hall. Doing well at the moment

5. Maintenance Committee Report.

Wanting to install a new HDMI cable for some time which would solve the problems we have been having with the Clickshare, such as on Saturday. The audio-visual guy who we have used for the past 15 years is now working abroad, so will contact a local company to for a quote.

Thought it would be simple to replace the high level theatrical lights but unfortunately not so therefore need to consult someone regarding this issue.

LED floodlights, thank you for all those who assisted in the purchase of these. Have a problem when they are dimmed, because they change to the same colour as opposed to the individual colour they were set at. Proving more complex than we first thought.

LED strip lights, would like to purchase good quality lights with all individual coloured bulbs which together with the controllers would amount to about £500. Proposed and agreed by the committee. Will also look at a laser light.

Safety Mirror, now have the bolts to install this.

Need to find suitable dates to re-gravel the car park and oil the floor in main hall.

Decorator has done a good job of the inside of the Hall; the outside will be assessed to determine if this needs to be painted this year.

6. AOB

- Sylvia said Kingsbridge police want somewhere to use in an emergency if someone goes missing, can they use the hall, Diane has been trying to find a contact so will get back to them. **(Diane)**
- A neighbour asked if they could access the car park to trim some fir trees. This was agreed. **(Nigel)**
- Defibrillator – Other holders have been told they will have to start paying towards their maintenance. Need to find out if this will apply to us.
- Sylvia attended a Craft Fair at Rattery which she said was very good and picked up various cards of people we could possibly use at future events.

Date of next meeting – AGM 10th March 2020 at 6pm in the Main Hall

The meeting closed 6pm

Signed.....
Chairman

Date.....

23 January 20

Thurlestone Parish Council

Minutes of the meeting of the Council, which was held in the Parish Hall, Thurlestone on Monday 3rd February 2020 at 7.30pm for the purpose of transacting the following business:

There was an open forum at the beginning of the meeting to allow members of the public to ask questions or make comment regarding the work of the Council or other items which affect the Parish. The following matters were raised:

The Openreach cables along the lane between Bantham and West Buckland are swaying in high winds and leaning on the adjacent house. This will be reported again.

Councillor Pearce was thanked for her recent article in the Village Voice about dark skies and its place in the NP. A question was then asked about how much people know about this policy and it was explained that it was up to residents to speak to neighbours and highlight the policy on an individual basis.

The flooding along the Bantham-West Buckland lane has been reported to the Highways Officer, who will look into it.

The planning application for the new Bantham Estate Office was commented upon. In particular the fact was raised that, although it claims in the application that there has been community consultation about the application, the meetings to which this refers are not open to all members of the public: those people present are not there in an official representative capacity and there are no minutes of the meetings. It was also pointed out that there are a number of empty buildings belonging to the Estate and the need for a new building was questioned, especially as it is outside the settlement boundary and in the AONB.

The meeting convened.

Present: Councillors Rhymes (Chair), Mitchelmore, Munn, Marshall, Hurrell, Williams and Crowther
In Attendance: Helen Nathanson (Parish Clerk), County Councillor Gilbert, District Councillors Pearce and Long, 20 members of the public

1. To receive apologies.

There were no apologies.

2. To receive any amendments necessary to Members' Registers of Interests.

There were no amendments.

3. To confirm and sign the Minutes of the Parish Council Meeting on Monday 6th January 2020.

4. To consider any matters arising from the Minutes.

The following matters arose:

Item 4

The two defibrillators located in the Thurlestone Hotel and The Sloop have been under a maintenance contract with the South West Ambulance Trust. The Trust has written to Councillor Marshall and explained that, if the Parish Council does not wish to continue with the contract, we can keep the defibrillators but will need to make arrangements ourselves for ongoing maintenance and monthly reporting.

The Thurlestone Hotel has agreed to take on the monthly checks and reporting. Councillor Williams will ask The Sloop if they would be willing to do the same for their unit. Councillor Marshall will inform the Ambulance Trust that we will take on the units ourselves. The Hotel and The Sloop were thanked for all their help to date in looking after them.

Item 6

Traffic calming measures in Bantham

Councillor Crowther has been approached by a landowner about the problems with accessing his property because so many drivers use his access as a passing place. He is offering land to create a new passing place to help alleviate the problem. Councillor Crowther will email Councillor Gilbert in the first instance.

Item 8

The Budget Meeting was held on Tuesday 28th January and the following precept amount was agreed for 2020/21: £25,151 which equates to an average Band D contribution of £33.08 which is an increase of £6.54. Councillor Rhymes explained that this increase was largely due to the Thurlestone public toilets which are now in the remit of the Parish Council.

Item 11

We have received confirmation from Beers Solicitors that the paperwork for the transfer of the public toilets has been received from SHDC. Councillors Rhymes and Munn will sign on behalf of the Parish Council.

5. Planning

- To consider the following planning applications:

3967/19/VAR Mr Ian Axe

Application for variation of condition 2 of planning permission 0507/19/HHO

Higher Cross Park, Cross Park, Thurlestone, TQ7 3LP
Thurlestone Parish Council supported this application. Councillors considered that this variation for windows and a door to be installed in the existing structure (BBQ area) will not have an unacceptable impact on the residential amenity of neighbouring properties (NP Policy TP1.1); that the design and building materials are appropriate (NP Policy TP1.2); and that there will not be a harmful impact on the AONB (NP Policy TP22.1).

3869/19/HHO Mrs Daphne Wallis

Householder application for construction of garage

Mandalay, Glebe Field, Thurlestone, TQ7 3NA

Thurlestone Parish Council supported this application. Aside from moving the new garage away from the boundary wall, this is a like-for-like replacement of the original single-storey detached garage, which has been demolished as it was in disrepair. Councillors considered that the proposed building will not have a harmful impact on the residential amenity of neighbouring properties (NP Policy TP1.1) and that the design and building materials are appropriate for its location (NP Policy TP1.2).

0151/20/FUL Thurlestone Golf Club

Retention of 1 pay and display machine in the public beach car park (Resubmission of 0426/19/FUL)

Thurlestone Golf Club, Thurlestone, TQ7 3NZ

Thurlestone Parish Council supported this application. Councillors considered that since a Certificate of Lawfulness for public car parking on the upper field had now been granted (2522/19/CLE), this application for the retention of one pay and display machine to collect revenue to help with the management of the site as a car park should be approved.

0227/20/FUL The Bantham Estate

Erection of new Estate & Harbour office; and granting of temporary 18 month consent for continued use of land for siting of portacabins and associated parking of vehicles for use as temporary estate office

Bantham Estate Yard, Bantham

Councillors agreed to hold a site meeting and to discuss this in more detail before submitting a response by the statutory deadline.

1720/19/FUL Mr T Hassell - Thurlestone Estates Ltd

Proposed erection of 10 self-contained holiday lets, the re-siting of the Badminton Court and the creation of an additional restaurant and associated parking and landscaping

Thurlestone Hotel, Eddystone Road, Thurlestone, TQ7 3NN

Councillors agreed to hold a site meeting and to discuss this in more detail before submitting a response by the statutory deadline.

- To receive an update about Community Housing.

Councillors Crowther and Munn attended a meeting with SHDC community housing and planning officers Rob Ellis, Alex Whish and Wendy Ormsby. District Councillor Pearce attended but Councillor Long and Pat Whymer (Head of Planning) were not able to attend.

At the meeting, Councillors informed officers that the Buckland Park Farm site had recently been withdrawn and that they are now considering the land that has been offered in Bantham opposite the shop. They are also approaching other landowners in the parish to ensure a level playing field and will be reviewing the number of eligible households.

The day-to-day work will continue to be carried out by the Neighbourhood Plan Committee and Community Housing Group.

6. To receive reports from County and District Councillors.

Councillor Gilbert gave the following updates:

Glebe Field resurfacing will take place later this month. The pothole at Whitley Cross has also been repaired.

Concessionary travel costs DCC £9.5m per year just within Devon.

Public transport support (ie the cost of subsidising public transport) is £5.6m per year.

DCC owns 65 farms which are all tenanted out to young farmers to help and promote rural development and agriculture.

Councillor Gilbert was asked for his help in contacting Openreach about the unstable telegraph pole by the entrance into The Watch in Bantham. He agreed to speak to the Highways Officer to see if they can help.

District Councillor Pearce gave the following updates:

SHDC's Chief Executive is leaving soon and they will be recruiting a new one.

A new policy for planning pre-applications will soon be available on the website.

SHDC is procuring a new information management platform which will improve the service available to customers.

The Kingsbridge Questionnaire is live and people are encouraged to respond, which can be done online. Councillor Munn commented on the fact the high street is in difficulty and that this needs attention. There is now a 50% discount on retail business rates to help out local shops.

7. To receive updates about Parish matters, including but not restricted to: Highways, Parish Hall, Trees and Defibrillators

Councillor Williams gave an update about the new traffic signs for the villages which will be placed around key areas over the next few weeks. There is a task force looking into a 20mph speed limit for all villages in Devon and DCC has endorsed this work, which is ongoing.

The Parish Hall has installed a new mirror for use when exiting the car park.

Councillor Hurrell raised an issue of shooting on the Bantham Estate and the impact on local properties where pellets have been falling into nearby gardens during the shoot. Residents were told to report this to the Police in future so that it was logged.

8. To note that there is a public consultation about *Coastal Access - Improvements to public access along the Devon coast between Cremyll and Kingswear - Report to Secretary of State.*

The next meeting of the Avon Estuary Forum will be on Tuesday 3rd March at 7pm in Thurlestone Parish Hall.

These were noted.

Councillors also discussed the issue of moorings' allocations on the Estuary and whether there should be a system in place like elsewhere in the South Hams, which prioritises residents who live in the Parish full-time. A letter will be sent to the Bantham Estate to raise this issue.

9. To note the current account balance of £16,613.08 to date 2/2/2020 and to approve the following payments:

Helen Nathanson	Parish Clerk pay and expenses for January	£310.25
EDF Energy	DAAT Landing Site electricity	£35.81
Paul Martin	Flowers for roundabout	£10
Total		£356.06

The current account balance of £16,613.08 was noted and the payments were approved to the value of £356.06.

10. To note the date of the next Council Meeting: Monday 2nd March 2020 at 7.30pm.

Councillor Rhymes
Chairman

THURLESTONE PARISH HALL

Minutes of Zoom committee meeting held
22 June 2020, 5.00pm

PRESENT: A Daily (Secretary), S Dwyer, D Martin, M Stickland, C & L White (Treasurer) & S Woodford

1. Apologies: P Crawford, V Hodder, N Hurrell, J Le Grice & P Macdonald

2. Minutes of meeting held 20 January agreed and will be signed at a later date.

3. Events Programme for 2020 - CANCELLED

4. Treasurer's Report.

There is plenty of money at present. New gravel for the car park was purchased which will be spread by a group of volunteers. Fire alarm system tested, boiler serviced at just under £1000 and new fencing. Waiting for a bill from Frith for weeding the car park and cleaning the outside. She also plans to deep clean the kitchen including clearing out all the cupboards and washing everything. Received £978 this quarter from the FIT, which will sustain us through the period of closure.

5. Maintenance Committee Report.

Besides the work Frith has been doing the floor has been oiled. Quote for the new HDMI and multimedia system of just under £2000 sent to all the committee for perusal. This gives us greater flexibility and improve presentations. Experiment will be carried out to ascertain whether a new ethernet cable is also required. Mike Stickland proposed work to be carried which was seconded by Alison and Sylvia. Another quote received to replace the stage lighting. There are currently 13 tungsten lights of various wattage that can only be moved or changed by going up a tall ladder which only a couple of people know how to do at present. The proposal is to replace them with a ground operated system, which will be expensive but the current lighting is 15 years old and costs are similar to the original. The chap who provided the quote does the lighting for KATS and trained at the Theatre Royal in Plymouth and is available immediately due to not being able to work during the pandemic. The 13 lights will be replaced by just 4 LEDs but as the electricity cupboard cannot power LEDs this will also need replacing. The lights are controlled by a lighting desk which has 10 pre-programmable buttons. It can be connected to the media player so you can even have disco lights if desired, more buttons can be programmed. With everything including labour it comes in just under £10,000. Diane said as the one who has to deal with users experiencing problems connecting with the current equipment and also ensure someone is always available to help, anything that would make life easier is worthwhile. Mike Stickland proposed the work be carried out and was seconded by Diane.

6. Re-opening of the hall.

The general consensus amongst the committee was due to the age group of the majority of users was not to re-open the hall until 2021, but review this again in September. Pat Macdonald suggested the hall be offered to the school to help them open fully in September

and was wholeheartly endorsed by the committee members attending as this makes the best community use of the hall. Alison will contact the school and we can proceed from there. * If the hall was to be re-opened it would need to be COVID-19 safe and specialised products and sanitisers as well as enhanced cleaning every time hall used will be required, we cannot rely solely on people using the hall to do this. Younger users were hoping it would reopen but government advice is not to use indoor spaces for any physical activity.

Once we know the situation with the school, hopefully by the next meeting, we can act accordingly.

Lisa will talk to insurers about all options and risks.

One concern is the warm air heating which during the winter recirculates air in the building and could prove problematic, we do have a wet system in the Yeo room, this will need looking into.

7. AOB

- Diane asked if we wanted to re-join Devon Community Together
- Lisa receives various calls about reducing our electricity bills, usually ignored but the latest one seemed to know what they were talking about. Checked on the internet and they seem ok, will do some more investigating

Date of next meeting –20th July 2020 at 5pm by Zoom

The meeting closed at 6.20pm

Signed.....
Chairman

Date.....

27 July 20

*School were contacted and we were thanked for our kind offer, they currently have sufficient capacity but once new government guidelines are received in July it may be different then. Left contact details with them.

THURLESTONE PARISH HALL

Minutes of Zoom committee meeting held
20 July 2020, 5.00pm

PRESENT: A Daily (Secretary), S Dwyer, D Martin, M Stickland, C & L White (Treasurer) & S Woodford

1. Apologies: P Crawford, V Hodder, N Hurrell, J Le Grice & P Macdonald

2. Minutes of meeting held 22 June agreed and will be signed at a later date.

3. Events Programme for 2020 - CANCELLED

4. Treasurer's Report.

Q2. Net income of £8980.03 consisting of grant from SHDC, £50 donation from Juliet Atkin, £978.93 from the FIT plus bank interest of £33.17. Expenditure: £108 cleaning, £91.63 telephone and internet, £117.13 water rates, electricity £441. We are £800 in credit with EDF but they are not offering to refund or reduce tariff. Repairs: Fence £770, Gravel £364, boiler service £97.80, testing of fire alarm and lights £66.74, small repair £4.

Q3. No income. Expenditure: £63.92 water rates, £187.20 dart fire, £36 for oiling floor and £184.46 for more gravel for the car park.

Will try and renegotiate a better rate for the electricity for when our fixed deal finishes at the end of December, if EDF will not reduce tariff we will approach other companies.

5. Maintenance Committee Report.

Gravel laid and floor oiled. Tony is ordering items for the Audio Visual and will do the PAT testing. Stage lights, down to us which control system we want, choice of using the existing panel, but no guarantee it will work, or the fool proof lighting desk which is more expensive and requires software on a tablet or laptop, we need to have a discussion.

6. Re-opening of the hall.

Chris has looked at cost of HEPA filters for the heating system, which re-circulates air, and comes in at £2500, but the air will still circulate round the hall, also asked for advice from the heating maintenance company, but no response. The Yeo Room is marginally better as heated by radiators. Current advice is to have fresh air ventilation which is not a problem during the warmer months but would be an issue during winter when the hall is used more frequently and may not be possible to open windows and doors all the time. As things stand, not sure we can re-open in September, need further guidance as very contradictory at the moment. If we get a vaccine next year, we may not have to worry about the heating system. Will need to get sanitising and cleaning products, various companies to be looked at, we will also have to advertise for a cleaner in Village Voice and on the website as current cleaner will leave in September.

Toilets would need to re-opened, although this could be restricted to just one, the disabled for example. Kitchen is difficult to social distance in, so everyone could bring their own refreshments for the time being.

Need to know what is our responsibility and what the individual classes have been advised by their governing bodies. Insurance company asked by Lisa if there were any requirements needed from us and their reply was, we need to be COVID compliant. We will await more definitive guidelines from ACRE and other sources before scheduling another meeting to discuss re-opening.

7. AOB

- Defibrillator door has been glued, Anna will keep us informed of condition, but if it is decided a new door is needed the details of the company are in the bags in the loft.

Date of next meeting – TBC

The meeting closed at 6.00pm

Signed.....
Chairman

Date.....

27 July 20

THURLESTONE PARISH HALL

Minutes of Zoom committee meeting held
14 September 2020, 5.00pm

PRESENT: A Daily (Secretary, D Martin, M Stickland, C & L White (Treasurer) & S Woodford

1. Apologies: P Crawford, S Dwyer, V Hodder, N Hurrell, J Le Grice, P Macdonald and S Woodford

2. Minutes of meeting held 20 July agreed and will be signed at a later date.

3. Risk Assessment: This meeting will be held in the Main hall on 2 October at a time to be advised. A maximum of 6 people can attend, tables will be cleaned and socially distanced from each other. At present attendees are Diane and Paul Martin who will write up the Risk Assessment and Chris and Lisa White, which leaves two places for anyone else who wishes to attend. Please let Alison know by 30th September.

4. Treasurer's Report.

Quarter 2:

Donations from Juliette Atkin £50 and South Hams District Council £10000.

Repairs - Simon Hurrell £770.00 for the fence; Nicholas Rowell £364.00 for car park gravel; Oil Burner Service £97.80 for service of boiler; Dart Fire Protection £66.74 for servicing smoke alarms and emergency lights; Paul Martin £4.43 for the repair to the external wall socket

Quarter 3:

The Car Parking Permits are £40 for Old Rectory Cottage (part year) and £75 for the Friends of Thurlestone School towards maintenance of the car park.

Main Hall Parish - Mead Management Co Ltd hired the Main Hall for a committee meeting.

New Equipment - £6000 deposit for Luke Adams towards new lights.

Telephone and Internet is for the full 3 months.

Electricity - We had massively overpaid on the electricity and EDF refunded the full overpayment of £732.61 whilst continuing to take £147 per month.

Repairs - Dart Fire Protection £187.20 for Servicing the Fire Extinguishers; £38 to Chris White for the hire of the floor polisher from Kingsbridge Hire Centre to oil the floor.

Nicholas Rowell £184.46 for the extra gravel ordered for the Car Park.

Paul Martin £5.75 for the repair to the door of the Defibrillator.

5. Maintenance Committee Report.

Audio Visual – Tony still waiting for a HDMI socket for the far end of the hall, he will also do the PAT test.

Luke expected to finish today, but still waiting for 2 lights from Italy, he had to buy more brackets so there will be a slight adjustment to the bill. We have buyers for some of the old lights and we will try and sell the rest.

Frith has finished the deep cleaning of the kitchen, which was bad in some areas. This will probably remain closed when we re-open. If she doesn't get time to spray the weeds in the car park before she leaves Chris will do it.

Hedges will be trimmed.

Electricity consumption was high even though the hall was empty, Luke has the necessary equipment to check this.

Covid Heating Problem - A solution might be Infrared heat lamps which could be attached to the lighting bars, it won't be cheap but we have the grant from SHDC, Chris will look into this. Fluorescent lights can be changed to LEDs at the same time. Chris thanked Mike Stickland for his fantastic job of power washing the outside of the hall, he has been so effective it does not need re-painting.

6. Re-opening of the hall.

Diane still has various people wishing to return in October along with some new regular enquiries including one for Primary Care meetings. Mike raised the question of whether we would be liable to any claims if someone became ill from visiting the Hall- the answer is the onus is on those who are hiring to ensure necessary precautions are taken and that they adhere to the terms and conditions that we and their organisations set out.

Everyone has different guidelines as to how many they are allowed to have in classes or clubs dependant on activity.

A wedding is booked for May; they are still allowed 30 at present albeit with restrictions. The Rotary Club want to book in March for their quiz, this will obviously depend on the situation at the time.

W.I – Guidelines have not been received from the Federation thus far so not sure if they can return.

7. AOB

- Defibrillator – Sylvia and her husband Christian have very kindly offered to take on the caretaking of the Defibrillator from Anna and David Martin. Our thanks to both couples.
- Caretaker/Cleaner job will become vacant from Sunday 20th September, in spite of Chris being given various names no one has replied to his calls, suggestion is an advert is placed in the Kingsbridge Gazette.

Dates of next meetings — Risk Assessment	2 October 2020 Main Hall TBA
Normal Meeting	26th October Zoom 5pm

The meeting closed at 6.00pm

Signed.....
Chairman

Date.....

THURLESTONE PARISH HALL

Minutes of Zoom committee meeting held
30 November 2020, 4.30pm

PRESENT: A Daily (Secretary), S Dwyer, D Martin, M Stickland, C & L White (Treasurer) & S Woodford

1. Apologies: P Crawford, V Hodder, N Hurrell, J Le Grice, P Macdonald

2. Minutes of meeting held 26 October agreed and will be signed at a later date.

3. Events for 2021

Discussed the possibility of starting some events in the latter part of next year depending on the roll out of vaccines and reduction of Covid cases. It might be possible to restart in the summer as most events can be arranged at short notice. Perhaps a musical concert could be pencilled in for the end of the year, possibly Tim Kliphaus. Other suggestions were Family Fun, Autumn or Christmas Fair, Open Gardens and Cheese and Wine. Unsure about the situation regarding the Horticultural Show at present.

4. Re-opening of the Hall

No one is able to start back once Lockdown 2 finishes, and the new year will be dependent on the situation after the Christmas period is over and whether we are still in tier 2. There is always the possibility of a further lockdown before Easter.

5. Dates for Meetings 2021

Everyone was happy to recommence meetings from January, starting on the 18th. Our usual AGM meeting will be held in March. A schedule of meeting dates is to be sent out with the minutes from this meeting. All meetings via Zoom until further notice.

6. Treasurer's Report.

Quarter 4:

The only income has been the Village Voice share of the Zoom licence (2 months worth).

South West Water collected £96.24.

TV Licencing collected £157.50.

EDF are currently collecting £174 per month and has been included the December payment in the accounts.

Plusnet are currently collecting £26.99 per month and again, are included in the December payment in the accounts.

Paul Martin has been paid £9.99 for a 3-core flexible cable, £13.59 for a 13A Fused Mains Plug and £31.50 for a time switch.

The Lockstate annual subscription has been paid, which was £16.17 and comes under Uncategorised Expenses.

The Zoom licence of £14.39 per month is included in Uncategorised Expenses and the December payment is included in the accounts. The licence is shared with Village Voice Magazine.

An email from South Hams DC was received on November 16th offering grants of £1000, £2000 or £3000 depending on the rateable value of the premises. These grants were on a first come, first served basis. This was applied for on November 16th but nothing has been heard since, it was supposed to start paying out on November 25th so has been chased up today.

7. Maintenance Committee Report.

EDF have replaced the electricity meter with a vector sum meter which will take account of electricity generated by the PV panels. Compensation was mentioned so we await the outcome regarding that.

Lighting: the two lights from Italy are still outstanding, they are being chased. Chris and Paul will be given a training session on how to operate the new lighting system on Saturday.

PAT testing also outstanding as Tony is uncontactable at present, he was always used in the past as he was involved with the previous stage lighting, but now the system has been changed we will try and find someone else to complete the testing.

Ventilation: Vida has again raised her serious concerns regarding the current advice about the opening of windows and doors to provide ventilation during the winter months and asked why we haven't asked the advice of a HVAC engineer regarding other means? The current system brings in fresh air in the summer but during the winter months uses a mixture of fresh air and recirculated air from inside the building, which is why the only option available to us at present is to open windows and doors. When we started discussions on this issue at our first meeting after the commencement of the first Lockdown, Chris contacted a HVAC engineer (Danny Baker) and asked him "should or shouldn't we be using the current system" he wouldn't commit himself, his only suggestion was to put in HEPA filters at a cost of £2500. Not sure this is a viable option as it will still move air and possible virus particles around before being extracted, because the extraction vent is half way down the end wall of the hall it will therefore drag air the full length of the hall. The filters therefore can help but are not a cure. Chris asked if he should pursue this, but it was decided to delay the decision at present. To replace the existing ventilation would cost a fortune and modifying the system so that it uses only outside air in the winter would require a huge boiler, and cost a fortune to run. Question was asked "do we need to worry about this now vaccines are available". COVID is only one virus, we are now more aware of how infection is passed around and due consideration should be taken into account for any future incurable diseases or flu type viruses.

Heating: in conjunction with the exploration of mechanical ventilation means, it was also suggested that instead of spending a large amount of money on just the recirculation air problem it was worth looking into replacing the heating system with one that incorporated the solving of the ventilation problem along with future proofing the hall on environmental grounds and would therefore be more cost effective. Once more was learnt about the spread of COVID, Chris started to look at alternatives and by our September meeting had found out about Infra-Red heating (comprehensive details of which have been sent to all members). The current boiler is 15 years old and will need to be replaced at some point, but are we ahead of our time in trying to do this now or do we wait for it to break down? Chris has satisfied himself Infra-red works on principle but doesn't yet know the running costs as the people he needs to see to gather this information are in a tier 3 area and therefore cannot be visited. Currently the boiler runs continuously for 15 minutes then goes into a cycle of 3 minutes on 11 minutes off and costs roughly £2 per hour. The Infra-Red 19 Kw heaters will cost £3.90 if run continuously for an hour but what is not known is if they would actually run for the whole time in that hour. Oil prices are low at present but are variable. From an ecological point of view, we will be encouraged to replace the fossil fuelled boiler with some sort of renewable energy, whether there will be any grants available in the future, we do not know. No further action will be taken at this time as not all information is available to us and we do not need to rush into it until

we can make an informed decision. The hall will remain unheated for the time being, though if temperature drops to certain level it will switch on automatically. If any users of the hall wish to return in the new year, they will be informed about the heating and allowed to make their own choice in the matter. The committee members present thanked Chris for all his hard work in trying to solve a difficult issue.

Battery Storage: Chris gave us some information regarding the current usage of the hall which is 4/5 kw in idle mode and with the new meter will be covered by the solar panels during the day. 2/3 kw used during the evening but once lights, appliances and the car park come back used this will increase. For an outlay of £5000 a storage unit would cover all background running costs and would pay back the outlay in time.

“Would electric heating be offset by installing battery storage?” A much larger unit would be required for this purpose and cost far more, for the sake of heating the hall for 5 hours two nights a week for the Bridge Club it would not be cost effective.

Alison will send a video with information on battery storage to some of the committee but we are in no rush at the moment to pay out and can take our time to gather more details.

As normality will not return a while this gives time to gather facts on these three objectives and enable us to them make more informed decisions.

8. A.O.B

- The new thermometers seem to register quite low temperatures, concern is someone with a high temperature would be missed. Sue explained that as it does not actually touch the skin it will record a lower reading, so anything over 35c would be considered high. (Alison)
- What is happening about the hall taking part in the Thurlestone Illuminations - Paul is putting up external lights and Diane is decorating the inside of the hall with the Christmas tree and handmade candles in the lobby. The new lights could be put on a timer to light up the inside. Luke has 300m of lights in his warehouse and will be asked how much he will charge for the hire of these. The tree needs to be brought down from the attic. Illuminations run from 12th until 31st December and maps can be bought from the Post Office for £3 and proceeds go to the school. (Lisa)
- If Hattie returns after Christmas should we charge her for the hire of the hall and car park? It was agreed previously that people should not get it free of charge. She did offer £30 but some thought this was too high, so £20 was agreed upon. (Diane)
- If the sewing group was to return with just 4 people at a time wearing masks could they use the Yeo Room instead of the main hall as it will be too cold. Agreed to, if and when guidelines permit. (Diane)

Dates of next meeting –

18 January 2021 via Zoom 4.30pm

The meeting closed at 5.40pm

Signed.....
Chairman

Date.....

MINUTES OF THE PARISH HALL ANNUAL GENERAL MEETING
HELD ON TUESDAY 10 MARCH 2020 IN MAIN HALL

PRESENT: C White, L White (Treasurer), A Daily (Secretary), V Hodder, J Le Grice, P Macdonald, D Martin, M Stickland, S Woodford, and 3 members of the public.

1. APOLOGIES: received from P Crawford, S Dwyer, V Hodder, N Hurrell, J & P Stanley.

2. MINUTES OF THE 2019 AGM

Minutes of the previous year's AGM held on 12 March 2019 had been on display on the Parish Hall noticeboard and on the Parish website and were taken as read. D Martin proposed they be accepted and were seconded by M Stickland. They were signed and dated.

3. MATTERS ARISING FROM THE MINUTES

There were no matters arising.

4. CHAIRMAN'S REPORT

In the absence of a Chairmen, Chris White once again addressed the meeting.

Another solid financial year which Lisa will expand on later. We have lost a couple of classes but these have been replaced with new ones. Had successful events in the past year and we try hard to attract acts to please our audience. We continue to keep equipment up to date and there are more changes in the pipeline. Part of the hall was redecorated and the outside is looking tired so will be done next year, which will be costly. I would like to give thanks to all the committee for their hard work during the last year. Particular thanks to Alison for being a surrogate chairman as well as her secretarial duties. It would be nice to have a Chairperson, perhaps one of the newcomers to the parish will step forward. Also, Diane who is doing a great job as booking Secretary, Lisa who is doing a great job as Treasurer and Paul Martin who is doing a great job on maintenance. Brenda Jones has given up her caretaker duties due to family commitments, so I would like to thank her for a hassle free couple of years in keeping the hall clean and tidy. The committee are unaware of this, but Frith Chadwick will take over on her return from Spain for the interim which will give us time to arrange a full time replacement.

I hope you and the whole community will come and support us at our future events.

5. ACCOUNTS FOR YEAR ENDING 31.12.18

The Parish Hall has had yet another very solid year. The Solar Panels that were installed towards the end of 2011 continue to represent a tremendous return on our investment bringing in a record total of £2444.45. This is our best year ever. The initial outlay of £12115.00 for the panels at the end of 2011 was paid off in less than 7 years and we are guaranteed to receive the payments for another 18 years – an excellent return at a time when interest rates have been very low.

My job as Treasurer continues to be made very much easier by my Solar Accounting Program, an accounting system that produces invoices, receipts, statements and all different kinds of reports. I am able to email out all my invoices to Hall users now saving both time and expenditure on postage and stationery, and invoices are nearly all paid through the banking system.

The Parish Hall is now nearly 15 years old and inevitably, some items are coming to the end of their lives and need to be replaced.

Our income in 2019 was slightly up on the previous year but our expenditure was down. However, we still made a surplus £5954.86 to add to our funds.

Donations in 2019 came from SHDC, £1000, and DCC, £1000. These were made towards the upgrade of the Yeo Room Audio Visual system – the total cost in 2018 for this was £3682.80. Juliette Atkin made her usual annual donation of £50. Ruth Downing gave us a generous donation of £200 for the use of our car park when her daughter got married in August and George Hubbard gave us £110. You may remember that when we were fund raising for the new Parish Hall all those years ago, we saved 20ps in Smartie packets. George continues this practice, leaves the 20ps in the Post Office and when there is a reasonable amount saved, the Post Office passes the money onto us.

The car parking permits were down 1 property in 2019. Trethule Cottage was having major works done and didn't require the permit. We have 7 holiday homes on the Main Street, and we also receive £75 each year from the Friends of Thurlestone School towards the cost of maintenance of the car park. We are increasing the annual charge for the holiday homes from £55 to £65 per annum from this year.

Our events income and expenditure were both down in 2019. We had an excellent Family Fun Evening which was thoroughly enjoyed by those attending giving us a profit of £265.17. The Autumn Fair raised £475.55, the Call my Bluff evening, which was great fun, raised £175 and the ever popular Tim Kliphuis Trio gave us a profit of £237.40. However, we do need you to support our events.

The Main Hall Commercial income comes from 2 lettings by Orchards who sell the teak garden furniture and this year, Kivells in Exeter hired the Hall for an auction of property. They were very complimentary about the Hall.

We had 3 elections in 2019 @ £208 per day – District Council & Parish Council Elections and European Elections in May and of course the General Election in December.

The Main Hall non-Parish income comes from South Devon AONB, Aune Conservation, a JD Andrews funeral and Jem Clear hired the Hall for a most interesting discussion on the English language.

The income from private parties continues to do well, Thurlestone Parish Hall being one of the preferred venues particularly for children's parties.

The expenditure on new equipment included improvements to the Kurling Equipment, a Thermostatic Kit, Banners, new cushions for the chairs, an expense shared with Thurlestone Bridge Club, a new clock for the Yeo Room, Light Bulbs, a new kettle and Ubiquiti Network. With regards to the utilities, I am on a monthly payment scheme for the electricity and telephone and internet.

We no longer have a full-time caretaker. The front door operates on a remote locking device and users of the Hall have a code to use to gain access to the Hall. This saves the manual unlocking and locking that used to be done each day. Brenda Jones has been our regular cleaner. She does 10 – 12 hours of cleaning a month and overall, we are saving money on caretaker duties. However, she has tendered her resignation for family reasons. Frith Chadwick will take over initially but we may be needing a new cleaner in the not too distant future. Chris is also able to operate the heating system remotely.

The Repairs bill is made up of Dart Fire Protection checking the fire extinguishers and fire alarm systems; Oil Burner Service for the boiler; Hedge Trimming; Lincat Boiler Service; repairs to the Floor Cleaner; but the biggest expense was £1574 for the interior decoration of the Hall.

The uncategorised expense relates to the Smartlock Annual Charge.

South Hams District Council are now automatically giving us the full 100% reduction on our Council Tax Bill without me having to fight for it. As a charity, we are entitled to an 80% reduction with the other 20% being at their discretion.

Thurlestone Parish Hall remains a huge asset to the residents of Thurlestone, West Buckland and Bantham. Our hire rates are extremely competitive compared to other Parish/Village Halls in the area and I see no reason to increase them at this time. The whole Parish should be very proud of their Parish Hall.

Finally, I would like to say a very big thank you to my Independent Examiner, Gavin Price. I would like to propose the adoption of these accounts. P Macdonald proposed them and they were seconded by S Woodford.

6. ELECTION OF OFFICERS,

Pat Macdonald proposed all of the officers should be elected on block which was seconded by Sylvia Woodford.

7. ANY OTHER BUSINESS

- Paul Martin would like to commend Lisa for her efficiency in dealing with all financial issues.
- Pat Macdonald said Chris should receive thanks for all he does for the parish and for standing in as chairman, everyone agreed.

Chris thanked everyone who attended.

Meeting closed at 6.25pm

Signed:

Dated: