

Thurlestone Parish Hall Committee  
Jubilee Meeting Minutes

Monday 26 September 2022, 4.30pm

**Present:**

Alison Daily	Vice Chair	Sian Hodges	Parochial Church
Karen Barker	Secretary	Sue Dwyer	Horticultural
Lisa White	Treasurer / Bridge	Mike Stickland	Village Voice
Chris White	Maintenance	Gill Stone	Parish Council
Diane Martin	Bookings		

	Agenda Item	Action
<b>1.</b>	<p><b>Apologies</b></p> <p>Alastair Durden                      Co-opted Member  Viv Gibby                                  Friend of Parish Hall  Dave Gibby                                Friend of Parish Hall  Jo May                                        Friend of Parish Hall  Saffron Craig                              Keep Fit  Lynsey Sizer                                Facebook  Lucy Pannel-Woodward                Co-opted Member</p>	
<b>2.</b>	<p><b>Parish Council Member</b></p> <p>Alison is pleased to announce the nomination of Gill Stone as our Parish Council representative and welcomes Gill to the committee.</p>	
<b>3.</b>	<p><b>Minutes of previous meeting</b></p> <p>The minutes of the meeting held on Monday 15 August were signed and agreed.</p>	
<b>4.</b>	<p><b>Action Log</b></p> <p>See action log for updates and new actions.</p>	
<b>5.</b>	<p><b>Future Events</b></p> <p>The questionnaire will help inform future events.</p> <p>Family Fun event for 2023 will be held on 30 May.</p>	

	<p>Alison asked Gill if she knew what the demographic of the parish is. Gill confirmed younger families are moving in but is unaware of the official demographic. Gill to find out the demographic for the Parish.</p> <p>Whats On or Open Day event in the new year. Timing to be when we can catch all age groups and maximise school traffic.</p>	Gill
<p><b>6.</b></p>	<p><b>Table &amp; Chair Hire Agreement &amp; Pricing</b></p> <p>Alison thanked Diane and Karen for their work on the agreement.</p> <p>The Hire agreement was agreed by all.</p> <p>Lisa raised the security deposit and it was agreed that the security deposit would be pro-rated rather than a flat rate of £200.</p> <p>New pricing agreed as –</p> <p>£5 per table £1 per chair</p> <p>Sian advised there has been an enquiry about whether we would be prepared to hire out the Kurling equipment. Diane to speak to Paul Martin and Mike Bone.</p>	Diane
<p><b>7.</b></p>	<p><b>Questionnaire</b></p> <p>Alison thanked Karen for her hard work on the questionnaire.</p> <p>The return date was agreed as 31 October 2022 as it will give a couple of weeks to collate the responses.</p> <p>A link to a google forms version as well as a pdf version will be added to the parish hall website.</p> <p>Following discussion it was agreed that the link on Facebook would be preferable to doing poll questions.</p> <p>Karen to speak to The Sloop, Bantham Shop and Thurlestone Shop about leaving boxes for responses.</p> <p>Gill is going to speak to Adam her fellow councillor as to the best location for Buckland residents. Gill to get back to Karen on Tuesday 27 sept 2022.</p> <p>Sue offered to distribute copies to the second homes on Yarmer. Agreed to print an additional 60 copies for Sue.</p>	<p>Karen</p> <p>Gill</p> <p>Sue</p>

	<p>Chris has agreed to print the questionnaires and Karen will fold them.</p> <p>It was also agreed to add an additional question asking which Village respondents live in.</p>	<p>Chris / Karen</p> <p>Karen</p>
<p><b>8.</b></p>	<p><b>Finance Report</b></p> <p><b>Quarter 3</b></p> <p>Income</p> <ol style="list-style-type: none"> <li>1. Car Parking Permit - £75 for the annual parking permit for the school towards the upkeep of the car park.</li> <li>2. Events Income - £45 for the hire of 3 stalls for the Autumn Fair in October. This was cancelled and the money returned.</li> <li>3. Feed-in-Tariff – generated £931.59</li> <li>4. Main Hall Private Parties – The Dart and District Young Farmers Club hired the Hall for an evening of fun + a children’s party.</li> <li>5. Main Hall non-Parish – the Environment Agency hired the Hall for a meeting on September 21st</li> <li>6. £60 for Hire of 100 chairs and 20 tables to Katie Hurrell</li> </ol> <p>Expenses</p> <ol style="list-style-type: none"> <li>1. Event Expenditure - £45 for 3 stalls booked for the Autumn Fare was returned.</li> <li>2. New Equipment - £271.20 was paid to Mike Bone for the Hikvision Acusense Varifocal Turret Network Camera to be used for curling events. £161.20 for Samsung Galaxy A8 Tablet + Case</li> <li>3. Telephone and Internet – 3 months @£31.96 per month = £95.88</li> <li>4. Caretaker Costs – 13 weeks @ £45 per week = £585</li> <li>5. Cleaning Materials - £73.85</li> </ol>	

	<p>6. Electricity – 2 months @ £148 + 1 month @ £159 + a one-off payment of £251.19 to clear the arrears.</p> <p>7. Water Rates - £39.18</p> <p>8. Repairs - £73.63 to Dart Fire Protection for the Annual Alarm and Lights Service.</p> <p>£53.99 to Chris White for a Novostella 25W LED. £9.30 to Paul Martin for replacement vinyl lettering for the shop noticeboard.</p> <p>Current Account: £34893.43</p> <p>Deposit Account: £53748.96</p> <p>Money to be banked £0. I now have a card to pay cash in at the Post Office.</p> <p>Mike Stickland asked if we qualified for any of the South Hams funding available. Lisa has had a message left regarding some fund. To be chased up.</p> <p>Donation of £50 due from Juliet Atkin.</p> <p>Lisa has prepared the September invoices and these are included in today's figures.</p>	
<p><b>9.</b></p>	<p><b>Maintenance Report</b> Report from Chris:</p> <p>Door lock – causing issues. keeps refusing admission with valid codes. Remote lock support advises has corrupt slots. Following corrective action still not resolved. Issue appears to be random. Pending response from support company.</p> <p>Laptop – Microsoft office is now out of support. Needs to be upgraded. All agreed to update to latest version.</p> <p>Lighting – chris has a task to setup a new lighting programme. Separating the committee use from the public accessible programmes.</p> <p>Tablet – purchased and has all the software and apps installed on it. To be stored in the tea cupboard.</p> <p>Smartboard tv connection problems and av cupboard – following a change has resulted in an issue. Chris has managed to get hold of Tony to resolve the issue. Due at the hall on Wednesday.</p>	

	<p>Kurling camera has been purchased and Mike Bine has got it working. Next stage is installing it (fixed to the ceiling).</p> <p>Foyer lights – Paul Martin is looking into replacing bulbs with LED</p> <p>Car park – Paul Martin to find a working group to clear it.</p> <p>Electrician installation certificate still pending</p> <p>Toilet lights – Mike to speak to a different electrician about the issue.</p> <p>Electricity – Mike have carried out some measuring at their house and compared to the hall – hall is not actually that bad. So no longer of any concern.</p> <p>Battery storage – during the day enough for lighting in the evening. Turning the heating on would use the battery, so the cost of the battery to store enough energy to cover it would not be of benefit in terms of the payback. Something to keep an eye on and speak to a proper contractor on the options.</p> <p>Meetings to be held qtrly before the parish hall meetings. Mike spoken to Graham Watkinson about joining.</p> <p>Mike asked if internal bulbs have been changed for leds? No. Hall is LED, Paul looking at the foyer lights. Yeo room are a different bulb. They are all low energy.</p> <p>Alison advised that last week a tap in the kitchen had been left running. Is it possible to put a sign up? Diane to add to notes for people making a booking.</p>	<p>Chris</p> <p>Diane</p>
<p><b>10.</b></p>	<p><b>AOB</b></p> <p>Alison queried in the Police neighbourhood team notice on the notice board can be updated and reprinted. Diane agreed to look into it and update it.</p> <p>Gill asked what can she do to help? We welcome Gill’s input with ideas; represent Bantham and Buckland; get Bantham and Buckland involved in future events; encourage parish council attendance at events.</p> <p>Gill advised her previous career was event planning and used to be involved in events similar to ready steady cook.</p>	<p>Diane</p>

The meeting closed at 6.15pm.

<b>Next Meeting</b>	
Monday 14 November 2022 @ 4.30pm	Yeo Room

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

Vice Chairman