

3.	<p>Action Log See action log for updates and new actions.</p>	
4.	<p>Event Review</p> <p>Film Night Profit of £77.49 made through the bar. Was a very good night, very enjoyable. Was a good social evening and opportunity for people to chat and catch up. Should definitely consider running it again in 2024. In addition to The Village People film. We should consider opening the doors a bit earlier to allow people to chat and catch up before the showing of the film.</p> <p>Coronation Day Profit £116.45 made, especially taking into account the stock left over and all the alcohol was provided free of charge. Huge thankyou especially to Alison and Diane and everyone for the event. Feedback was complete astonishment for what was on offer for the day. Few comments about it being the usual crowd, but how do we get new and different people in. It was felt that there were new people attending the event. One question raised was whether there is a bit of a stigma associated with it being the parish hall? How can we communicate it as a different space, maybe if it were called something different? The lunch on the Sunday there were lots of families but not at ours and wonder what the driver was for the difference? Some of the committee felt the main difference was obviously our event was more formal being a sit down for the 2 hour ceremony, which would be a challenge for young children. Malcolm suggested we should look at diversifying and looking at what the golf club do, ie wakes? Alison and Diane confirmed that we have had a few wakes at the hall and also had a Funeral. Karen advised that part of social media strategy is to promote hall for various uses. With the sharing of photos (including those currently on the website) to show the art of the possible for decorating the hall. A suggestion was to stream the Last night of the proms via the BBC. Saturday 9 Sept 2023 – discuss in future events.</p> <p>The Big Help Out Weather was diabolical, and not pleasant. Unfortunately as a result it is felt that we had too many people and not enough to do. Learning point is to be much</p>	

more specific about the jobs we want to do and how many people we need to do them.
 Sian advised that the church probably also had too many people, but Liz had a list of all the jobs that needed doing. As people arrived they were allocated their jobs accordingly.

If it hadn't rained there were plenty of jobs outside that needed doing.

5. Future Events

30 May Family Fun Day

Co – Ordinator - Alison

There are currently enough people to steward the games but there are no reserves. Alison is contacting a few people to see if they are available to assist.

Alison

Games	Stewards
Tickets	Lisa
Bar	Malcolm & Chris
Kurling	Mike B/Alan
Golf	Graham & Barbara Smith
Table Tennis	TT club?
Shove Ha'penny	Christine Dunne
Human Fruit Machine	Diane/Paul/Alison
Boules	Graham & Val Palmer
Archery	Sue/Anna
Quoits/Flag Game	Matt & Caro
Grab A Duck	Viv
Jenga	N/A
Noughts & Crosses	N/A
Splat the Rat	Dave
Magnetic Darts	Karen

Setup is at 4pm

Tables/chairs will be setup outside for food and drinks

Aune Valley will setup in the disabled bays.

Bar – Malcolm and Chris will run the bar. Malcolm to liaise with Chris to agree stock required. Everyone mentioned that last year we run out of beer.....

Malcolm

Games will be both indoors and outside.

Golf – do we want chipping and putting games? Have both.

Tickets

	<p>Lisa to sell the tickets for the games - £1 for 5 tickets</p> <p>24 June Pub Night 6pm to 10pm Co – Ordinator - Malcolm Format the same as the previous games night.</p> <p>We wont have the table skittles this time but we do now have our own pool table (that is in the store cupboard).</p> <p>Games will be: Skittles Darts Pool Bring any board games Cards</p> <p>The 6pm start is following a request we had. We will give the earlier start a go and see what the turnout looks like. We can then use it as a gauge for future events.</p> <p>Karen confirmed the posters are done, it will be in the next edition of Village Voice. Posters are printed and Lucy has offered to put them up. The event will be promoted social media after family fun.</p>	
	<p>22 July Sea Shanty Co – Ordinator - Alison</p> <p>Malcolm asked why are we charging for tickets? All agreed we need to make a bit of money to go towards the running of the hall.</p> <p>The normal environment for the sea shanty group based on their previous events is more informal.</p> <p>All felt that having the room set up with tables dotted around the room it will be informal.</p> <p>Chris asked if they will they want the stage? Alison to confirm</p>	Alison
	<p>09 Sept Big Band The big band group felt that our venue was too small so need an alternative event.</p> <p>Last Night of The Proms Co-ordinator – Dave Gibby</p> <p>Dave agreed to co-ordinate the event and Karen offered some assistance/pointers on what is needed.</p> <p>Last Night of the Proms is held on 9 Sept.</p>	

	<p>The event will be a BYO food and we will have a bar.</p> <p>Before committing to the event Malcolm asked if we can gauge interest in the event.</p> <p>Karen to do a poll on Social Media and Chris to send the question around to his parish hall mailing list.</p> <p>20 Oct Divertimento Divertimento would prefer the 20 Oct as it fits in with other dates they are performing. Malcolm asked was the confirmed cost and details are. Karen advised that contact to date has been through a 3rd party so if all agreed to pursue will confirm all details and get direct contact. All agreed subject to knowing the exact cost. Ticket price will be around £10 - £15 Rosalind spears charges £20 for her events and the price includes a glass of wine. Details to be confirmed at next meeting.</p> <p>17/18 Nov Pub Night Date provisionally set for 17 or 18 November, date to be finalised at future meeting.</p> <p>This may clash with Sue Durrant’s Christmas fair, Diane to speak to Sue re her event and what the date she is planning to hold it.</p> <p>Future Events Roger Barrett is the Curator of Salcombe maritime museum and does various talks. All with a local interest. All agreed he should be considered for 2024. Diane to find out more details.</p> <p>Stanborough chorus usually book the hall in December. Do they pay our standard fee? Lisa confirmed they do as they are a charity. The chorus charge £10 - £12 for entry. Malcolm raised that we should revisit what we charge them considering our increased costs this year. We should be asking them if they are charging and how much. In Dec 2022 they were charged £132. The hire rate may be fair but perhaps we should ask them for a share of the proceeds. We are also a charity and need to cover our costs.</p>	<p>Karen Chris</p> <p>Karen</p> <p>Diane</p> <p>Diane</p>
<p>6.</p>	<p>Making the Hall more welcoming</p> <p>Due to the events held over the last month, there has not been much done on the works to make the hall more welcoming.</p>	

	<p>Sue has filled the planters up with water, and she is really pleased with them. They are flowering very well.</p> <p>The new table clothes are now in the store cupboard.</p>	
<p>7.</p>	<p>Finance Report</p> <p>Expenses</p> <ol style="list-style-type: none"> 1 Events Expenditure – 4 x Bar Licences to Ingrid for POTS evening, Eurovision, Coronation Day and Family Fun Evening; £185.40 to Barrell and Still for wine top up; £17.08 for Tesco drinks to Malcolm for Pub Night; £30 to Paul Martin for Plywood Board for Darts Board; £1.92 for sum-up commission for Land of the 5 Beaches; £33.25 to Karen for Plastic Champagne Flutes for Coronation Day; £14.99 to Diane Martin for Blue Table Covers for Coronation Day; £55.58 to the Salcombe Brewery Company for Beer for Coronation Day; £192.59 to Malcolm Breton for Wine and Fizz from Tesco for Coronation Day; £27 to Sue Dwyer for 2 x Pate for the Coronation Day Buffet: £342.23 to Alison Daily for Coronation Buffet - Tesco shop, West Country Cheese & Party Delights; £9.98 to Karen Barker for the Trophy for Eurovision. 2 New Equipment - £16.28 to Paul Martin for 5 Fluorescent lights for Yeo Room; £61.44 to Sue Dwyer for Plants & Compost; £20.31 to Paul Martin for Car Park Lighting Fixers; £13.99 to Paul Martin for Wellocks Screws Set for Car Park Lighting Units. 3 Telephone and Internet - £57.62 for 2 months rental. 4 Caretaker Costs - 8 weeks @ £50 per week 5 Electricity – EDF took £664.07 in April and £998.74 in May. I am reading the monthly and the costs seem to be escalating. 6 Oil – Polly Petty is doing another oil order. However, I am told by the Maintenance Committee that the conversion of the Yeo Room and Hall area to infrared heating is imminent. <p>Repairs - £51.25 to Dart Fire Protection for the servicing of the Fire Extinguishers and £78.79 to Dart Fire Protection for the Alarms and Lights Service; £11.50 to Diane Martin for the lining fabric and thread for the repair to the curtains in the Main Hall; £2423.83 to Finish Electrical for External Lighting, PAT testing, Lighting alterations to cloakrooms</p> <p>Income</p> <p>Quarter 1</p> <ol style="list-style-type: none"> 1. Bank interest – We received £484.02 <p>Quarter 2</p> <p>The income includes the invoicing for the May usage in the Hall.</p> <ol style="list-style-type: none"> 1. We had an additional car parking permit for someone who didn't renew last year but has this year + the 2 ladies who did the charity walk and left their car in our car park paid us £20 2. Events income – 5 Beaches video - £104 in cash and £112 from sales on sum-up (with £1.92 paid in commission) + £820 for the Coronation Day Buffet. 3. Main Hall Elections - £240 4. Main Hall Parish - £947.50 5. Main Hall Private Parties - £279.00 (5 children's parties) 6. Yeo Room Parish - £183 	

<p>8.</p>	<p>Maintenance Report</p> <p>Malcolm congratulated Chris on the minutes shared with the committee. Although noted that there were no costings. The costings had previously been proposed at the meeting held on 20 March 2023 and are detailed in the minute. Malcolm requested that the two be compiled into a single list.</p> <p>Chris is not concerned about the costs because we have previously kept control of the expenditure. Malcolm stressed the need to feel that we are all in control of the expenditure so that when we stand up at the AGM we are clear on what we have spent and why.</p> <p>Dave suggested we have a clear definition between day to day expenditure and what is capital expenditure.</p> <p>Malcolm agreed and stated that we need to make sure that our income is covering the running costs of the hall, which currently they are not.</p> <p>There are some items in the maintenance report that are clearly day to day things ie notice board, and 6 or 8 items that are genuine projects ie wall, windows Lisa advised that for some of the jobs we may be able to go to the councils for grants. This needs to be explored.</p> <p>Lisa advised bank balance is now as per pre covid and feels that we need to put the brakes on all works before spending anything more substantial.</p> <p>Malcolm raised that we should also think about moving some of the money out of the current account now that the interest rates have gone up.</p> <p>All agreed that we need to split the budget out into revenue and capital works. So that we are clear what are ongoing costs versus new capital works. There are projects that need to sit in that area that need to be done.</p> <p>Lisa confirmed that the glass for the porch is already committed to with 50% of the cost paid. Also, the guttering and exterior painting is committed to.</p> <p>Maintenance committee is currently working under the remit of only allowed to spend upto £100 without committee approval.</p> <p>See Maintenance committee minutes dated 28/04/23</p> <p>Item No 9 Oil Boiler</p> <p>Chris advised that his fellow maintenance committee colleagues were not happy with the proposal to wait to replace the boiler. If the boiler fails the building will be cold. We do have the funds and the currently Infra-Red costs and labour are going up. Malcolm asked if the IR is actually more efficient? Chris confirmed it is and that the cost to run it is definitely less than using the oil system.</p>	<p>Lisa / Chris</p>
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	<p>Item 9 is linked with a nice to have of a kitchen extension. The extension will not be done at the same time but the boiler going will create space for the opportunity to extend the kitchen. They are not intrinsically linked. The water would then be heated via iboost from the solar panel. Hot water is rarely used in the hall and the toilets have their own electric heater for water.</p> <p>Malcolm asked for the voting members of the committee to vote on whether to go ahead with the works now. Diane – Yes Malcolm – Yes Karen – Yes but hold off on other items Alison – Yes Chirs – Yes Lisa – Yes but hold off on other expenditure as concerned about the porch Gill - Yes All in agreement that the works should proceed. Chris to organise.</p> <p>Items in the report: 1 - superseded following above decision 2 - resolved 3 - ongoing 4 - ongoing 5 - still awaiting delivery of the new switcher. Existing switcher under warranty. 6 - superseded as per item 1 7 - closed 8 – is an improvement item. We need something to protect the front door. Works were agreed in March and deposits paid. 9 – Agreed as above 10 – Maintenance item. Should be in the revenue budget and costs covered by income 11 - Pure maintenance, should be done every 3 to 4 years. When done it wipes out that year’s profit. Malcolm suggested we accrue funds over years so that it doesn’t hit all in one year. 12 - Some done on big helpout. Would like to organise another day to do it. Chris to organise and come up with a few dates. 13 - May need to get a quote to get one made as it is proving difficult to find one 14 – Ongoing 15 - Nice to have. Just need the pricing to put before the PHC 16 - Closed and list shared. There is still stuff in there that is not used. Malcolm suggested that if there is a genuine storage problem, we could look at purchasing an external store for items like the stage etc. Email to be sent to keep fit classes to confirm if mats still used. Ingrid Table tennis table – Chris confirmed the table is owned by the Hall. Karen to speak to Paul F about selling the table.</p>	<p>Chris</p> <p>Chris</p> <p>Ingrid Karen</p>
<p>9.</p>	<p>AOB</p>	

	<p>Chris has received an email from Malcolm LeGrice who is a world famous video artist who used to live at Rock Hill. He moved away due to ill health. He also paints and wanted to do a farewell exhibition but due to ill health had been unable to. They still own Rock Hill and have 25+ paintings in the garage and thinks we could do an exhibition.</p> <p>Malcolm (chair) – he wants to use the hall for nothing and sell the paintings? Yes to using the hall for free but the painting will not be for sale.</p> <p>Malcolm (chair) asked the committee if we wish to do it? Following some debate it was agreed that if Malcolm LeGrice’s son wants to organise it and co-ordinate it/do all the work, the exhibition can go ahead.</p> <p>The committee have done exhibitions in the past but they take a lot of work to organise and oversee.</p> <p>Gill – Carey Ryan-Carter has been in contact and has a contact who does plays. To put into the pot for 2024. Gill to get copies of the 3 plays suggested. Gill to send to Alison.</p> <p>First Aid</p> <p>Little accident – child cut his knee in the car park. Mother completed an accident form. Is there an accident process? What happens with anything more serious. In the kitchen is accident ‘book’. Once completed we just need to keep a copy of the form. No need to do anything else. If there is a pattern then would need to do a risk assessment.</p> <p>Is there a designated person who checks the first aid box? No, Anna volunteered to do it.</p> <p>Fisherman Steve Inch</p> <p>Steve Inch is based in Salcombe and is in the process of selling his boat and intends to start a business selling local fish and crab. He will be doing it from a van and would like the opportunity to bring his van onto our car park. 10am to 1pm 1 day a week. Would we charge him the same rate as if he was using the hall? Alison and Diane confirmed it would be the same rate and is what was done in the past for the Pizza Van.</p> <p>All agreed yes and Steve Inch to be advised to contact Ingrid to book.</p>	<p>Gill</p> <p>Malcolm</p>
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The meeting closed at 18.29pm.

Next Meeting	
Monday 26 June @ 4.30pm	Yeo Room

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

Chair