

## MINUTES OF THE PARI SH HALL COMMITTEE MEETING HELD ON

MONDAY 15<sup>th</sup> APRIL 2013 AT 4.30 P.M. IN THE YEO ROOM

**Present:** N Irwin (Chairman), L White (Treasurer), C Delafield (Secretary), J Barton, K Livett, J Munn, R Parkin and C White

**1. Apologies:** Joan Booth, Pat Crawford, Judith Le Grice Pat Macdonald.

### **2. Minutes**

The Minutes of the 18<sup>th</sup> February meeting were agreed and signed by the Acting Chairman.

### **3. Matters Arising**

3.1. (3.1) Re: defunct touch screen display; Paul Ferguson will be contacted. (**Chris**).

3.2 (3.2) The shop noticeboard banner needs to be reprinted. (**Chris**)

3.3 (3.3) Two dozen wine glasses are needed. (**Chris**).

3.4 (3.4) The noticeboard for posters at the top of the Mead is in place. David Houghton has confronted the poster problem with a request for the person removing posters from the Old Rectory telegraph pole to desist or complain through the proper channel; a reaction is awaited.

3.5 (3.5) A thank-you letter has gone to Polly Petty for the PAT-tested hostess trolley.

3.6 (3.6) The Treasurer's locked posting box for fees is not required.

3.7 (3.7) **Pat C** to indicate that the access to the bowls mat is now okay.

3.8 (3.10) Dave Chapman has not yet installed draught-proofing; **Chris** to chase again.

3.9 (3.11) Carpet cleaning done.

3.10 (4.1) Jagged Edge have paid for February but March is now outstanding and they will not be using the Hall during the summer; **Lisa** to chase.

3.11 (6.1) **Neill/Ron** to sound out Gavin Price as Vice Chairman

### **4. Treasurer's Report**

4.1. Lisa provided a Q1 statement. She pointed out that bank interest was down because of lower rates (CCLA charities deposit fund). After some discussion it was agreed that it was unlikely to be possible to find a better return (say 3%) but options would be investigated (**Lisa/Neill**). Only three of the due parking permits had been renewed; there are now only four in all. Events income/expenditure is shown under the relevant heading. Commercial lettings were for Garden Furniture and Lifeline. The latter have booked again for July and May income will include the local election.

4.2 Costs include the licence for 27 April (Tim Abel); cleaning materials for Fine Shine (£72) and Life Smoothers (£37.50). Repairs are stage lighting (£208.89), outside lights (£72.25), Laying chippings purchased in 2012 (£151.44), security shutter (£130.56) and boiler (£106.20).

4.3 Ron requested that the costs of each event be broken down to show profit/loss (**Lisa**).

### **5. Maintenance Committee Report**

5.1. The rewiring of the lighting has been done and there is a little further tweaking. The cost was 10% of that quoted by the original installer.

5.2. There was further discussion about the heating of the Main Hall. A meeting with Danny Baker had resulted in a quotation for bespoke radiators of £11,500+VAT which was clearly not feasible. A

quotation for skirting heating was awaited. Fans are still an option but would be noisy. There needs to be a model of costs versus income. It was agreed that this must be resolved by next winter. Most of the solutions are likely to increase draughts.

5.3 Fine Shine had done a good job of cleaning the carpets and had also quoted for oiling the Main Hall floor which is somewhat overdue. The estimate was £560+VAT and alternative prices would be sought and a working party considered (**Chris**).

5.4 A cable to the speaker on the sound system needs repairing (**Chris**).

## **6. Events**

### **6.1 Current Programme**

#### **AGM – 19<sup>th</sup> March**

Ron requested that the microphone be used by everyone next year. It was agreed that the minutes would be displayed on the noticeboard for a month. This would be announced in the next 'Village Voice' so everyone would have a chance to comment (**Catherine**).

#### **The Porter Family – 30<sup>th</sup> March**

This was an excellent evening although the overall effect would have been improved by the stage being along the long wall to make a more intimate arrangement with the audience. 63 tickets were sold (£630) and £144 taken at the bar. After fees of £350, travel expenses of £50, drink/bar licence costs of £97.77 this made a profit of £276.23. Overall it would be well worth doing again although outside of the Easter holiday to increase ticket sales.

#### **Tim Abel – 27<sup>th</sup> April**

A licence has been obtained and Jill and Pat M will be on the bar. Pat had supplied an update and set-up will be at 1000 on 27<sup>th</sup>. Lisa was concerned about ticket sales and Chris confirmed that the e-mail advert would go out at once.

#### **Craft Exhibition – 25<sup>th</sup>-27<sup>th</sup> May**

The entry forms had appeared in 'Village Voice'. The closing date gave only a few days to organise display material eg tables, cloths, plate stands, blue units. This would be followed up with Pat M (**Neill**). Also co-ordination is needed with the photographic display at the Church.

#### **Cream Tea – 8<sup>th</sup> June**

Neill did not think he was the right person to organise. He would contact Pat M and ask Joan Booth to run the event (**Neill**). Notice of the teas, barbecue and car boot sale need to be in the next 'Village Voice' (**Pat M**).

#### **Other Events 2013**

- The barbecue pre-meeting needs to be arranged (**Neill**)
- High Society have been rescheduled for 23rd November (**Judith**).

### **6.2 Programme from January 2014**

- The Gilbert & Sullivan Society is a possibility for September/October (**Ron**).
- Tim Kliphuis would come in February with a guitarist to make up a trio (**Lisa**).
- A skeleton programme to be produced (**Neill/Catherine**).

**7. Any Other Business**

7.1 The loss of Judith as Bookings Secretary must be urgently addressed. There will be an advert in 'Village Voice' and it might be possible to break up the role to spread the load (Neill). Diane Martin was suggested together with some new residents in Crosslands, both of whom could be sounded out (**Jill**).

7.2 The website needs to be updated but this requires a new login (**Chris**).

The meeting closed at 6.10 p.m.

**Signed:** .....

**Date:** .....

**The next Committee Meeting will be on Monday 20 May 2013 at 4.30 p.m.**