

MINUTES OF THE PARI SH HALL COMMITTEE MEETING HELD ON

MONDAY 10th DECEMBER 2012 AT 4.30 P.M. IN THE YEO ROOM

Present: C White (Acting Chairman), L White (Treasurer), C Delafield (Secretary), J Barton, J Booth, J Le Grice, K Livett, P Macdonald, J Munn and R Parkin.

1. Apologies: Neill Irwin, Pat Crawford.

2. Minutes

The Minutes were agreed and signed by the Chairman.

3. Matters Arising

3.1. (3.1) Re: defunct touch screen display. (**Chris**).

3.2 (3.4) Shop noticeboard keys are needed (**Judith**); keys also to be held at the Post Office (**Chris**).

3.3 (3.3) Kitchen inventory top-up list to include also scissors and bread knife. (**Chris/Judith**).

3.4 (8.2) The replacement for Len Hubbard's tree has been planted; suggested carols at the telephone exchange to include a dedication ceremony (**Pat M**).

3.5 (5.2) A PAT-tested hostess trolley could be loaned by Joan (**Joan**). .

4. Treasurer's Report

4.1. Lisa provided a Q1/2/3 statement and Q4 to date. We are ahead by £2k with some banking and user fees outstanding as well as monthly interest but also oil and telephone bills to pay. Uncategorized expenditure was champagne for June. HMS Pinafore £480 (£188 on bar); High Society profit of £20 (agreed it was a good night); new parking permit £55 (Old Rectory Cottage); £20 donation (George Hubbard).

4.2. General office expenses have been paid out and the new electricity direct debit is £103 monthly which will be monitored. It might also be possible to pay for the oil monthly (**Lisa**)

4.3. It was agreed that a locked posting box for fees (regular users) would be useful (**Chris**).

5. Maintenance Committee Report

5.1. (previously 5.4) Car Park levelling will now go ahead as we are ahead of budget for the year end. This will cost £200 in total (**Chris**).

5.2. Ray will be asked to match up the lighting in the Yeo Room by replacing the bulb (**Chris**). The lights timer also needs to be reset (**Chris**).

5.3. Chris had met the Bridge Club Committee and agreed to reset the temperature and investigate draught-proofing of the storage cupboard doors. Continuing problems are being followed up (**Chris**).

5.5. New fixings for the stage have become available and it was agreed to buy a dozen clamps to make assembly more efficient (£144) (**Chris**). The stage lighting plan (ie individual controls) will be reviewed in 2013 based on planned expenditure.

6. Events

6.1 Current Programme

High Society – 8th December

Thanks were expressed to Judith for arranging the evening (*Update*: it has been suggested that this would be better held in October/November so as not to clash with Christmas commitments).

Jazz Night – 2nd February

The charge will be £10 and BYO. Robin will produce posters and tickets (**Pat M**).

AGM – 19th March

A notice must go out by the beginning of March. Agenda and minutes need to be produced once the year end finances are available/audited by David Martin. A Chairman's Report will need to be compiled for presentation at the meeting. Village Voice will do the printing.

The Porter Family – 30th March

This will need a detailed discussion at the next meeting; Village Voice will need information for the February issue (**Mike**).

6.2 Suggested Programme for 2013

- 6.2.1 The May 'Concert for Megan' has not been requested and so will be taken out unless a need is expressed. Kingsbridge Community College have subsequently not wanted to do a concert at a weekend so this idea has also been shelved (**Ron**).
- 6.2.2 The Tozer/Hayward concert could be on 13th July (Confirmed after the meeting). Stanborough Chorus are performing on 15th June.
- 6.2.3 Cream Teas were confirmed as 8th June from Mike Calvert's letter to Neill.
- 6.2.4 The Gilbert and Sullivan Society would prefer to visit in alternate years but could consider a smaller event in the spring (**Ron**).
- 6.2.5 The Car Boot Sale has been rescheduled to 22nd June because of a clash with the date of a booked wedding reception.
- 6.2.6 It was agreed not to hold an event in December because of the clash with other Christmas commitments.
- 6.2.7 Other suggestions were a cheese and wine event in conjunction with a charity and a presentation by Malcolm Le Grice.

7. Any Other Business

- 7.1 Chris had received an apology about the overflow parking from the school event. He had asked for some notification so that appropriate warning notices could be posted in future. .
- 7.2 The poster circulation list was amended and will be recirculated (**Catherine**). Noticeboards will be provided for the telegraph pole site (Old Rectory) and the gate on the Mead where notices have been removed or vandalized (**Chris**).
- 7.3 Letter and card will be sent to June as per draft (**Catherine**).
- 7.4 Life Smoothers will perform a bi-monthly deep clean for the kitchen at a cost of £12.50 per hour (2 hours per clean).

7.5 Judith updated the meeting on future bookings. Jenny Underhill's bridge classes have ceased. Tai Chi is resuming but line dancing is still on hold; Lifeline have booked a date in March for £200.

The meeting closed at 5.50 p.m.

Signed:

Date:

The next Committee Meeting will be on Monday 14th January 2013 at 4.30 p.m.