

MINUTES OF THE PARI SH HALL COMMITTEE MEETING HELD ON

MONDAY 16th DECEMBER 2013 AT 4.30 P.M. IN THE YEO ROOM

Present: N Irwin (Chairman), L White (Treasurer), C Delafield (Secretary), M Cater, P Crawford, M Elliott, J Le Grice, K Livett, P Macdonald, D Martin, J Munn, R Parkin, M Stickland and C White.

1. Apologies:

2. Minutes

The Minutes of the 21 October meeting were agreed and signed by the Chairman. Neill thanked everyone for attending on the revised date and said that this situation highlighted the need for a Vice Chairman to cover his absences.

3. Matters Arising

3.1. (3.1) Done.

3.2 (3.2) Chris will remove the touch screen display so that Peter Hurrell can make good (**Chris**).

3.3 (3.4) 72 wine glasses have been purchased and are being stored in the loft.

3.4 (3.5) Draught-proofing completed.

3.5 (3.8) The website has been updated but the 'Events' section is not available; **Chris** to chase.

3.6 (6.2) [See item 6.2 below for an update on these Programme action points]

- July 2014: **Ron** to investigate a possible student concert.
- November 2014: Murder Mystery to be investigated (**Ron**).
- Valentine's Day 2015 dance with a caller (Mrs Crotty) (**Pat C & Midge**).
- Puppeteer (**Judith & Lisa**).
- Bowls Club open evening (**Pat C**) + information into the February Village Voice.
- Joint event with Kingsbridge in Bloom (**Diane**).

3.7 (7.1) Publicity to go up a month before an event; proposed programme to be in Village Voice for February/March (**Pat M**). The new board slides into a concrete retaining stand and needs a larger poster (ie AO size). A wooden board for the main road is also required possibly painted by Derek Brown (**Chris**).

3.8 (7.3) **Catherine** has supplied dates for meetings in 2014; AGM rescheduled to Tuesday 25th March (owing to Chairman's availability).

4. Treasurer's Report

4.1 The Treasurer handed out the reports for Quarter 4 and combined Quarters 1-4. The total income to date is £19,418.21 against a total expenditure of £15,314.89. Some Q4 items are still outstanding including interest which will offset the phone bill. The feed-in tariff is also awaited. Other income includes a £30 donation for use of the car park and £25 from George Hubbard.

4.2 Three private parties have been booked in including one on Christmas Day. The heaters appear under new equipment and are working well according to the Bridge Club. The draught excluders (£125) are still to be billed but £32 was spent on the noticeboard and £57.60 on the glasses. No oil was delivered and this needs to be checked (**Chris**).

4.3 £10,000 has been moved to the deposit account which now contains £52079; £8294 in the current account. Lisa explained that it would be possible to pay bills electronically although this would mean that authorization would be made by only one signatory. It was agreed that the need for two signatories would be waived for amounts under £500 (self-policed). **Lisa** would process the necessary forms.

4.3 Events finance

<i>High Society</i>	Income	£510.00
	Expenditure (fee)	£470.00
	Net Profit	£40.00

This event was regarded as good value for money despite the low level of profit. An enthusiastic letter is to be included in Village Voice (**Pat M**) and there will be further consideration of the pre-Christmas event.

5. Maintenance Committee Report

5.1. Ray will touch up the (sellotape) damage left by the school (**Chris**).

5.2 **Chris** will ask Ray to pressure wash the outside. This was cause for comment on the Best Kept Village judging.

5.3 **Chris** will arrange for the repair of a small roof leak.

5.4 It was agreed that there should be budget to decorate inside and out in 2014 (c. £3,000). Neill requested that an quotation for this work to be done in 2014 be obtained and that a plan be prepared to manage future decorating as part of routine maintenance on a four year cycle (**Chris/Neill**). The quotation and the plan will be reviewed at the next Committee Meeting. The existing reserve should only be for larger items such as the boiler or projector.

6. Events

6.1 1st Quarter 2014 Programme

Tim Kliphuis – 23 February

The revised date and trio were confirmed. Posters to go up early to stress new date and link with Hazelwood House appearance. **Judith** will supply a photo and approach the *Gazette* about publicity.

AGM – 25 March

Revised date (6pm); minutes have been on display but copies of the accounts needed plus the usual presentations.

The Porter Family – 29 March

Mike will chase up; **Diane** will obtain a licence. The layout is to be in the centre of the Hall (electric permitting) to maximize interaction with the audience.

6.2 Programme for 2014 – to be finalized

May: Matt Harvey (31 May) is a joint event with the Red Cross (**Neill** to confirm and agree publicity).

June: **Catherine** to check that Joan still available because of a (potential) WI clash.

July: **Ron** will sound out student concert after Christmas; other local talent could also be suggested.

August: An event on Bantham beach to include the Sailing Club and Life Savers; **Marilyn** to investigate including permission for use of the main beach.

November: **Mike** will investigate a group for a jazz evening; otherwise High Society could be booked again.

December: Murder Mystery (Salcombe Players) to be invited for 29 November or 6 December with a Christmas theme (**Ron**). It was noted that they would want only expenses and there would be a BYO supper between ‘acts’.

ALSO

- February 2015 Valentine’s Day dance with caller held over (**Pat C & Midge**).

- Puppet show was charming (John Roberts). The puppeteer also offers courses making lanterns. His new show could be suitable and will be available in the autumn (2014).
- Joint event (curling) with Kingsbridge in Bloom to be investigated (**Diane**); held over.

Catherine will update the 2014 programme and send out after confirmation from Neill.

7. Any Other Business

7.1 Diane reported that two charity events have been booked (Rotary on 23 January and on 10 May Vida Alexander's Sea Shanties for the Marines).

7.2 The police have asked to use the Hall in the event of a missing person incident which was agreed.

7.3 Two new users are relocating to the Hall from other premises and Diane checked that this would be suitable ie Nola Baylis exercise class and a Thursday Tai Chi class (from February). It was agreed after discussion that, as the users were bringing their own clientèle, this would not cause a clash with existing activity; **Diane** to confirm.

7.4 The Hall has been booked on 25 January for a Neil Diamond tribute act and it was suggested that refreshments could be provided and a 'licensed bar' advertised; **Diane** to check and book licence as appropriate.

7.5 Following complaints about the misuse of the car park by some parents attending school functions a letter of complaint was sent to the headmaster. Apologies were received and arrangements to make more car parking spaces available to parents on the school grounds have been made. It is hoped that this will reduce the problem in future.

The meeting closed at 6 p.m.

Signed:

Date:

The next Committee Meeting will be on Monday 13 January 2014 at 4.30 p.m.

[NOTE there will be a National Trust event in the Main Hall from 2.30pm]