

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

**MONDAY 18<sup>th</sup> FEBRUARY 2013 AT 4.30 P.M. IN THE YEO ROOM**

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

**1. Apologies:** Neill Irwin, Jill Munn.

**2. Minutes**

The Minutes were agreed and signed by the Chairman.

**3. Matters Arising**

3.1. (3.1) Re: defunct touch screen display; Paul Ferguson will be assigned to this on his return from holiday. **(Chris)**.

3.2 (3.3) The shop noticeboard has been restored by Ray after it was found on the ground; the banner needs to be reprinted. **(Chris)**

3.3 (3.3) The kitchen inventory has been replenished as per list; 2 dozen wine glasses are now needed following an accident with a whole box. **(Chris)**.

3.4 (7.2) The noticeboard for posters at the top of the Mead is to be ordered. **(Chris)** An update is to be sought from David Houghton about the Old Rectory telegraph pole poster site **(Chris)**.

3.5 (3.5) A PAT-tested hostess trolley has been supplied; a thank you letter will go to Polly Petty **(Catherine)**.

3.6 (4.3) The Treasurer's locked posting box for fees may not be required since only one user is not on email **(Lisa/Chris)**.

3.7 (4.3) The table tennis table has been supplied. Pat C asked if it could be moved to allow access to the bowls mat; this could be achieved by rearranging the staging slightly **(Chris)**.

3.8 (5.1) Chippings have been laid in the car park.

3.9 (5.2) Lights timer checked.

3.10 (5.3) Dave Chapman has not yet installed draught-proofing; **Chris** to chase.

3.11 (5.5) Carpet cleaning to be booked **(Chris)**.

**4. Treasurer's Report**

4.1. Lisa provided a Q1 statement to date. Deposits include £100 for a wedding and advance payment for Tai Chi as well as £50 for the Lifeline visit (£200 for the day on 9 March; to be advertised **Judith**). Jagged Edge fitness need to be chased for final payment **(Judith/Lisa)**. The David Newton concert made a profit of £600 (£700 costs this Q). A donation was received from Annie Kendrick who borrowed a wheelchair for a few weeks; a letter of thanks to be sent **(Catherine)**.

4.2. The new table tennis table cost £419 with £20 donation from the group. The Car Park repairs were £151.44 (chippings in 2012) also repairs to lights.

4.3. The current account stands at £15,000 and deposits £41,000 and with the £4,000 profit in 2012, there will be no need to increase fees in 2013. Lisa reported how easy it was to operate the new emailed billing/receipt system

**5. Maintenance Committee Report**

5.1. Nothing new to report; agreed rewiring of the lighting is to be booked with Daniel Knight (c. £200).

5.2. There was, however, a long discussion about the heating of the Main Hall. Most of the solutions are likely to increase draughts. The Bridge club is the largest hourly user of the Hall and the situation in

winter is causing a high level of reported dissatisfaction. In the short term the heating timer will be set for 4.30pm on Wednesdays and Fridays. Chris and Michael Barnes will attend on Friday 22 February to assess in person and to indicate the concerns of the Committee.

## 6. Events

### 6.1 Current Programme

#### **Jazz Night – 2<sup>nd</sup> February**

136 tickets were sold and the evening was enjoyed by everyone. The profit of £600 was also an excellent result and extra special thanks go to Robin Macdonald which Pat will convey.

#### **AGM – 19<sup>th</sup> March**

Robin will produce posters and it will be at 6pm (5.30pm setup). The accounts are due to be audited by David Martin and a Trustees' Report must be added (**Catherine** to update for **Neill**). Chris has sent his presentation for 2012 to Neill for his Chairman's Report (**Neill**). Ron suggested that there would be questions about the level of assets but Chris pointed out that the reserves were needed in the event of buildings failures (heating, air circulation, roof etc.). An understanding of the 'loan' and Council Tax precept would be sought (**Neill/Jill**). Pat C. said she felt there should be more representation on the Committee from those not living on the Mead. It was suggested that Gavin Price might be willing to act as Vice Chairman (**Neill**).

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

A programme and poster are being compiled; the concert will be in two halves of 45 minutes with an interval (**Mike/Robin**). The licence has been sorted and tickets are £10. Layout will be finalised after consultation (**Mike**) but set-up will be 1000 on 30<sup>th</sup> with possibility of 100-150 seated. **Chris** to buy drinks; **Pat M** and **Jill** to serve. **Mike** is to be trained by **Chris** on mixer desk and **Mike** will feed information to **Chris** for the email newsletter (to go out twice).

#### **Tim Abell – 27th April**

A new cellist and a returning percussionist will be joining Tim; cost £600. This will be concert style and a licence is needed (**Judith**). It will be advertised in 'Village Voice' and the usual posters and tickets are required.

#### **Other Events 2013**

The Craft Exhibition entry forms will appear in the 'Village Voice' April (**Pat M**); the process will be for entries to be received in the morning of 25 May with the exhibition opening at 2pm. Saturday 2-5pm; Sunday 10-5; Sunday 10-4. Entrance fee for visitors £1 with raffle (**Joan/Pat M**). The Yeo Room will act as a tearoom. Also co-ordination is needed with the photographic display at the Church.

High Society to be booked for November (**Judith**).

The meeting closed at 5.55 p.m.

**Signed:** .....

**Date:** .....

**The AGM takes place on Tuesday 19 March at 6pm.**

**The next Committee Meeting will be on Monday 15 April 2013 at 4.30 p.m.**