

MINUTES OF THE PARISH HALL COMMITTEE MEETING HELD ON

MONDAY 17th FEBRUARY 2014 AT 4.30 P.M. IN THE YEO ROOM

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

1. Apologies: Joan Booth, Karen Livett, Ron Parkin, Chris White

2. Minutes

The Minutes of the 13 January meeting were agreed and signed by the Chairman but Pat M asked for an explanation of the £21 Teamakers expenditure at 4.1 (**Lisa**).

3. Matters Arising

3.1 (3.1) Touch screen display to be removed and Peter Hurrell to make good (**Chris**).

3.2 (3.2) **Chris** awaiting a reply about the 'Events' section on website; this has been chased up again.

3.3 (3.3) The new board for the main road was in place and looks effective; a second one may be introduced. Paul Martin is investigating the option of a reusable banner (**Chris**).

3.4 (3.6) Ray is still to touch up the (sellotape) damage left by the school (**Chris**).

3.5(3.7) **Mike** to pressure wash the outside when the weather improves.

3.7 (5.2) Hedge has been trimmed at a cost of £160.

3.8 (5.3) Toilet still to be repaired (**Chris**).

3.9 (3.9) A quotation for redecoration has been included in the budget for Q2 (£3300); future decorating to be part of routine maintenance on a four year cycle.

3.10 (6.1) Copy was provided re:Tim Kliphuis but this was not in the *Gazette* last Friday in time for impact on ticket sales. It was suggested that there was a new contact who could be used in future.

3.11 (6.2)

- **Neill** has confirmed that the Matt Harvey event (31st May) is jointly with 'British Red Cross Devon Branch' who will share profits 50:50. The Parish Hall symbol to appear in advertising.
- August event on Bantam beach (preferably lunchtime): **Marilyn** to update when the sailing programme is available.
- Car Boot Sale postponed in favour of The Racketts; **Pat M** has booked for 5 July.
- Valentine's Day 2015: Folk 2 booking will go ahead at cost of 3x£100; BYO with dancing and tickets £7.50 (**Pat C & Midge**). It was agreed that publicity should go out early because of the date.

4. Treasurer's Report

4.1 Lisa handed out the 2013 accounts (SOFA and Balance Sheet) which are awaiting audit for the AGM; the 2014 budget and Q1 to date. Net income for 2013 was £4152.75. The Budget, however, shows only a small net income of £55. **Comments to Lisa and Neill.** There was a long discussion about increasing the Caretaker's wages. No one knew when an increase was last made and there is no record of the duties involved but an increase from £110 to £150 pcm was agreed to be implemented post AGM. Neill suggested that a list of duties be drawn up (**Chris**).

4.2 For Q1, event income was for the Neil Diamond evening since a bar was provided (Income £210.50 less costs £124.97 = £85.53 net). Diane said that a number of publicity opportunities had been missed but the event was not under the Hall's control.

5. Maintenance Committee Report

5.1 The heating programmer is faulty and Dan Knight has been called in (**Chris**).

5.2 The air handling system had been serviced and needs new filters (**Chris**).

6. Events

6.1 1st Quarter 2014 Programme

Tim Kliphuis – 23 February

Only 63 tickets have been sold against an outlay of £800 which is very worrying. It is a BYO with setup at 1000 on 23rd. A table must be supplied for CD sales. The event (gipsy jazz style) will be 2x40 minutes with a 20 minute interval. Robin to provide layout and programme (**Pat M**).

AGM – 25 March

At 6pm; chairs to be set up in advance from 5.30.

The Porter Family – 29 March

Advertising will be through email circulation, *Gazette* and posters. Tickets needed (**Robin/Pat M**)

Diane has obtained a licence and **Chris** will co-ordinate set-up on the day (10.00). The layout is to be in the centre of the Hall.

6.2 Programme for 2014 – finalized

See matters arising.

Catherine to send out an updated 2014 programme and the agreed poster distribution list. There appears to have been a problem with the delivery of posters to Pat C who is due to distribute 13 posters and Chris 6 (**Pat M/Pat C**).

7. Any Other Business

7.1 **Neill** to draft the 2015 programme.

7.2 Following a mix-up with the Tinnitus group, **Diane** will contact Joan Mackenzie about access for her meeting.

7.3 The NSPCC jumble sale was booked for 12th April.

7.4 Pat C had received no response to the open evenings for Bowls; Badminton is also struggling (7.30 Mondays) and will also be plugged in Village Voice (**Pat M**).

7.5 The new meditation group starts on 3rd March (5-6pm Thursday) and has been booked to 3rd June. The new Tai Chi group is attracting good numbers.

7.6 The school is hosting Circus Berzercus on 2 March and a 3mx3m stage is needed. An email will remind those who can help (Mike, Paul Martin, Brian Munn, Malcolm Le Grice) but also school contacts.

The meeting closed at 5.50 p.m.

Signed:

Date:

The next Committee Meeting will be on Monday 14 April 2014 at 4.30 p.m.