

MINUTES OF THE PARI SH HALL COMMITTEE MEETING HELD ON

MONDAY 14th JANUARY 2013 AT 4.30 P.M. IN THE YEO ROOM

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

1. Apologies: Neill Irwin.

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 (3.2) Shop noticeboard keys have been supplied and a set is held at the Post Office.

3.3 (3.3) Chris now has the kitchen inventory top-up list to include also scissors and bread knife. (**Chris**).

3.4 (7.2) A noticeboard is to be supplied for posters at the top of the Mead. David Houghton would like to consider other possible solutions for the Old Rectory telegraph pole poster site (**Chris**).

3.5 (3.5) A PAT-tested hostess trolley is still required (**Chris**).

3.6 (4.3) The Treasurer's locked posting box for fees (regular users) will be agreed and installed shortly (**Chris**).

4. Treasurer's Report

4.1. Lisa provided a Q1/2/3/4, Q4 and full year statements. There is a £4,000 surplus for 2012. It was noted that the 2011 electricity costs were £1649 which had reduced to £1082 in 2012 i.e. post-solar panels.

4.2. Chris explained that the 2013 budget was based on the headings of the computer programme so some entries were nominal amounts. The events were being shown by quarter. New equipment covers stage lighting (individual controls) in Q1 and main hall heating (£2,000) in Q2. Repairs included decoration also in Q2. Judith pointed out that weddings were now £300 rather than the £250 shown.

4.3. It was agreed that a new table tennis table and bats would be purchased for the growing table tennis group costing c. £500 (**Mike/Chris**).

5. Maintenance Committee Report

5.1. Chippings will be spread on the car park w/c 14 January in order to remove the tripping hazard (**Chris**).

5.2. Ray has replaced the mismatching bulb in the Yeo Room. The timing of the lights needs to be confirmed (**Chris**).

5.3. Chris had met with Dave Chapman and the draught excluding for the cupboards can go ahead. The other heating issues now have budget; see above (**Chris**).

5.4. New fixings for the stage have been acquired and will be used on 2nd February.

5.5. The carpet needs a proper clean (e.g. Fine Shine dry machine) (**Chris**).

6. Events

6.1 Current Programme

Jazz Night – 2nd February

Tickets are selling well (£10; BYO) but must not exceed 120 because of the layout. A fee of £600 is being paid. Pat M will supply table plans and Malcolm Le Grice will fine-tune the lights. Setting up is at 1000 on 2nd with stage in the centre plus fairy lights, candles, serviettes, glasses and table numbers. Ron agreed to act as compère.

AGM – 19th March

A half-page notice will go in to the ‘Village Voice’ and Robin will produce posters. It will be at 6pm (5.30pm setup). Agenda and minutes need to be printed after accounts audited by David Martin. A Chairman’s Report will need to be compiled for presentation at the meeting.

The Porter Family – 30th March

‘Village Voice’/poster information has been supplied but it needs some amendment for the target audience (**Mike/Robin**). No accommodation is required as the family have a base in Dartmouth. The fee is £350 and it is to be a concert with bar (**Judith** to apply for licence).

Other Events 2013

There was some discussion about a charity event for the Children’s Liver Disease Foundation (re: Liz Robinson’s grandson William) but it was established that a breakfast and golf day were already programmed for 2013 so this could be later in the year (e.g. cheese and wine in October) or next year.

The Craft Exhibition needs to be flagged up in Parish Hall News (**Catherine**); entry forms in April (no fee) and £1 entry fee with raffle (**Joan/Pat M**).

Mike will approach three local opera singers about a concert in October (**Mike**).

6.2 Programme from January 2014

6.2.1 Tim Abell is a possibility (**Pat M**). (Update: now proposing 27 April 2013).

6.2.2 Lisa will research an Austrian family who offer an operatic programme (Lisa).

7. Any Other Business

7.1 Judith asked if cover could be provided for Hall Bookings in her absence; **Ron** and **Pat M** were happy to do this.

The meeting closed at 5.50 p.m.

Signed:

Date:

The next Committee Meeting will be on Monday 18th February 2013 at 4.30 p.m.