

MINUTES OF THE PARI SH HALL COMMITTEE MEETING HELD ON

MONDAY 9th JULY 2012 AT 4.30 P.M. IN THE YEO ROOM

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

1. Apologies: June Beven, Marilyn Cater and Ron Parkin.

2. Minutes

The Minutes were agreed and signed by the Chairman. Pat asked that the references to the barbecue should include 'Bowls' and this was amended.

3. Matters Arising

3.1 (3.1) Funds for the Jubilee Clock have been received from the Jubilee Committee (£500), the WI (£150) and from Village Voice (£150). Neill will write thank you letters. Jill is chasing up the contribution due from the Hotel.

4. Treasurer's Report

4.1 Lisa presented a Profit and Loss Statement for the period Q1 and Q2.

4.2 On the income side, deposits are reduced because events have taken place. Donations of £50 (Juliet Atkin) and £76 (George Hubbard) have been received. Events income is down (Car boot income of £40 offset by £22.50 for advert in Gazette) but the first electricity payment of £557.49 has been received and another reading submitted (£400+). Commercial receipts from Orchard Furniture (£118) and Rowlandson's (£130).

4.3 The Jubilee Clock expense of £1579.20 has been partly offset by the donations. Other expenses are drinks licences/drinks, fire extinguisher certificate, £107 repair for the satellite dish, £95 for AGM expenses and £50 for the Beers advert in Village Voice. (NOTE: This is the last annual payment which resulted from fees being waived when the Hall was built.)

4.4 Neill asked for a discussion on the viability of the car boot sale which netted £17.50 profit. It was agreed that more advertising was required 'on the ground'. Lisa pointed out that the sellers themselves were happy and it was agreed that with some lessons learned that the event should take place again next year.

4.5 There was further discussion about the delayed invoices (totalling £1185.22) supplied by Phil Mingo. It was agreed that these would be settled but that future tendering for electrical work might go elsewhere.

5. Maintenance Committee Report

5.1 The outside tap repair has been delayed because of higher priority work resulting from flooding so the gutters have not been cleaned. Chris will chase up.

5.2 It was agreed that Hall Users' Terms and Conditions should state that sellotape should not be used on the walls; paintwork is being damaged.

5.3 Paul Ferguson has been asked to remove the defunct touch screen display; Chris will follow up.

5.4 PATS testing for the lights needs to be scheduled (Chris).

5.5 Lisa will approach Joan Mackenzie about supplying a copy of a photo of the old hall for display in the Yeo Room.

5.6 Joan expressed concern about the cleanliness of the kitchen. It was agreed that J cloths be supplied which could be disposed of after use; Chris will discuss with Ray. Joan and Judith would reinstate the monthly deep cleaning rota.

6. Events

6.1 Current Programme

6.1.1. Car Boot/Table Top Sale – 30th June

Discussed above.

6.1.2 Concert with Henry Tozer 7th July

94 people attended at £7 per head = £658. Henry and Guy received £530. Hall received £128+ Bar profit of £23 (£115.50 less £78 supplies less £21 licence). This was a successful evening and people would have paid more.

6.1.4 BBQ, Bowls and Boules – 24th July

There will be a 5.30pm start; setup at 4pm. Judith to obtain licence. There will be no karate display as the class has fallen through. Chris will obtain drinks, Joan is cooking chips, the Houghtons, Marshalls and Taylor Biggses are running the barbecue (and will set prices).

Pat C is in charge of skittles and bowls and Pat Mac the table skittles (lent by Patrick Stanley). Graham Palmer is running the boules. Joan will ask Steve White about target golf and a putting machine. Charges for the games are £1 for adults; children free.

Pat M will approach Derek Brown about an advertising board for the village green.

6.1.5 Last Night of the Proms – 8th September

This will be a BYO Supper. Doors open 7pm for 7.30 start; tickets £5 and setup at 1000. Bunting will be put up and blue/red serviettes used to enhance the tablecloths. An advert will go into the Village Voice.

6.1.6 Autumn Fair – 29th September

Pat Mac has sent out letters. The Fairtrade, children's jewellery and Phoenix cards stalls will be charged no fee. Tables will go out at 0900 and set up by stallholders from 1000-1200 before opening at 2.30. There will be a parish committee raffle.

6.1.7 Plymouth Gilbert and Sullivan Fellowship: HMS Pinafore- 20th October.

The poster is already available and tickets have been organised (£10). The stage will be set up on the day.

6.2 Suggested Programme from November 2012

Joan will chase up the jazz contacts (Reg Chapman) for 17th November (?).

Chris was concerned about whether the Kingsmen would be prepared. Robin Mac will look into the availability of David Newton for January.

A March event was needed and Mike suggested the Porter Family who would cost £350 with tickets at £10 or £12.50. He would approach them for dates.

Ron had proposed a June/early July classical event through University contacts as well as a 'Concert for Megan' in May (Kathy Kenny/Robin Brett); Ron to follow up.

Other events:

- AGM in March 2013
- Cream Teas in Rectory Gardens at the end of June 2013 (Update: Marion Rigby has been approached and is interested; Neill to contact.)
- BBQ, Bowls and Boules in July 2013
- Last Night of the Proms (September)
- Autumn Fair in September 2013
- Return of Gilbert and Sullivan Fellowship in November
- Musical Items – Carrivic Sisters or 'Tribute Band' Nov/Dec
- For next meeting: art classes and possible exhibition; cookbook for the 75th anniversary of the old parish hall.

8. Any Other Business

8.1 Rowlandson's had sent a letter of thanks and would be booking again (gold sales).

8.2 Any increase in hire charges would be discussed further; possible small increases over time would be more suitable.

8.3 Shop noticeboard needs attention; Judith will ask Malcolm to have a look.

8.4 Catherine will draw up an outline checklist for events so that activities would be owned and given deadlines.

The meeting closed at 5.55 p.m.

Signed:

Date:

The next Committee Meeting will be on Monday 3rd September at 4.30 p.m.