

MINUTES OF THE PARI SH HALL COMMITTEE MEETING HELD ON

MONDAY 8th JULY 2013 AT 4.30 P.M. IN THE YEO ROOM

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

1. Apologies: Mike Stickland. **Neill** will speak to Marilyn Cater.

2. Minutes

The Minutes of the 20 May meeting were agreed and signed by the Chairman.

3. Matters Arising

3.1. (3.1) Re: defunct touch screen display; Paul Ferguson to be contacted. (**Chris**).

3.2 (3.2) A new banner and cork has been acquired for the shop noticeboard; thanks are due to Kit Marshall. To be installed asap (**Chris**).

3.3 (3.3) Two dozen wine glasses will be ordered. (**Chris**).

3.4 (3.4) The person removing posters from the Old Rectory telegraph pole continues to do so. The matter remains with David Houghton who does not wish to have a permanent board at the site.

3.5 (3.6) Dave Chapman has not responded to requests for the draught-proofing; **Chris** will brief a new joiner for the job.

3.6 (3.7) Jagged Edge have paid two months late; Karen Moore's chair hire charge of £12 has had to be written off.

3.7 (3.9) Ron had provided an update; no action needed as there was little benefit in alternative funds.

3.8 (3.10) For the heating upgrade, see Maintenance report.

3.9 (3.11) For the oiling of the hall floor, see Maintenance report. Cleanliness will continue to be monitored (**Chris**).

3.10 (3.12) The cable to the speaker on the sound system is not fully functional (**Chris**).

3.11 (3.13 & 7.2) The new login to the website is still not working; access is needed for updates (**Chris**). Subs of £35 are owing (**Lisa**).

3.12 (4.2) Tim Abel figures below.

3.13 (7.1) Hall leaflet discussed below.

4. Treasurer's Report

4.1. Reports for Q2 and for Q1&2 were handed out. Income includes Donations from Juliet Atkin (£50) and George Hubbard (£25); Car Boot Sale (£70); Cream Teas (£464.40); Craft Exhibition (£285); Tim Abel (£880+£167.800; Weddings (£600). Also advance bookings by Orchard Furniture and Life Screening. There was some discussion about a cleaning fee which will be reviewed as the recent poor state of the Hall after a wedding was an unusual occurrence. There has been less hire of the Yeo Room (other than NT and Stanborough Chorus).

4.2 Repairs are being carried over to the next quarter (ie heating) but there has been a Dart Fire annual inspection and some electrical work for the audio visual equipment.

4.3 There is £16,500 in the current account and £42,000 on deposit.

4.4 Events

<i>David Newton</i>	Income	Tickets	£1360
	Expenditure	Fees	£600
		Travelling	£100
	Net Profit		£660
<i>Porter Family</i>	Income	Tickets	£630
		Bar Sales	£144
	Expenditure	Fees	£350
		Travelling	£50
		Bar	£76.77
		Licence	£21
Net Profit		£276.23	
<i>Tim Abel</i>	Income	Tickets	£880
		Bar Sales	£167.80
	Expenditure	Fees	£600
		Travelling	£150
		Bar	£81.85
		Licence	£21
Net Profit		£194.95	
<i>Craft Exhibition</i>	Income	Entry	£174
		Commission	£16.80
		Teas	£39.75
	Expenditure	Fees	£0
	Net Profit		£230.55
<i>Cream Teas</i>	Income	Entry	£317
		Raffle	£139
		Plants	£8.40
	Expenditure	Goods	£50.11
	Net Profit		£414.29
<i>Car Boot</i>	Income	Fees	£70
		Teas	£0
	Expenditure		£0
	Net Profit		£70

5. Maintenance Committee Report

5.1. The heating upgrade has been investigated as follows:

Purpose-built radiators	£15,000 (air-handling supplier)
Standard radiators	£6062 (Oil Burner Services)
Flat panel radiators	£8594 (Oil Burner Services)
Dyson fan heaters	£300x4 = £1200

The radiator options could affect the acoustics and the original planners of the hall are very much against them. The heaters are 2Kw each and 2ft tall. They cool down instantly and could be stored in the Yeo Room cupboards. They are silver and could be re-sold if they prove inappropriate or ineffective.

Webpages for information are <http://www.amazon.co.uk/dp/B005NM6752>

<http://www.dyson.co.uk/fans/heaters/am04/am04-dyson-hot-white-silver.aspx>

5.2 Floor maintenance quotes are £672 from Fine Shine and £875 from Rendle's. It was felt that Rendle's offer more expertise and that once the deep clean and oiling were done it would be possible to maintain with oiling once a year. It was agreed that this should proceed in August with the hall out of use for three days taking into account the Horticultural Show on 3 August and a wedding on 23 August.

5.3 A socket reported not working has been checked. It was agreed there was no need for a light over the clock. A card had been received about water quality.

6. Events

6.1 Current Programme

Craft Exhibition – 25th-27th May

An excellent event which was well-received.

Cream Tea – 8th June

A profitable event which was well-attended; many thanks to Joan. Prices may need to be reviewed.

Car Boot Sale – 22nd June

There were some concerns about advertising which needs to be wider as there were more sellers than buyers. The weather was quite poor too. It was agreed that the event should run in 2014 with roadside boards (as per the Kingsmen) for the Churchstow and South Milton turn-offs; also charges for teas.

Tozer/Hayward Concert – 13th July

A small stage is needed for the clavinova; setup at 1000. Pat M will have help on the bar and Lisa will lock up. Ron has sent programme details to Robin and ticket sales are about 60. The email contact will be sent out again to boost this.

Barbecue – 30 July

The barbecue team are geared up as are the table tennis, boules and bowls. **Lisa** will speak to Patrick Stanley re: games and **Joan** will ask the golf pro to attend. No extra setting up and eating from six o'clock. **Chris** will supply the bar.

6.2 Programme from January 2014

- Tim Kliphuis confirmed as 15 February; fees/expenses will be £800.
- The Porter Family reply awaited (**Mike**).
- The Barbecue takes place on the last Tuesday in July ie 29th in 2014. The Car Boot Sale date will be agreed and Proms would be reviewed in the light of 2013 success.
- Outstanding gaps in the programme still to be addressed as follows:-
 - A trio of opera singers known to Mike; he would negotiate in the range of £600-800 fees (**Mike**)
 - Mazaika and the Kingsmen were due for a return?
 - Margaret Duffy (**Joan/Pat M**) or a dramatic event such as the Canadian Twain evening (**Judith**)
 - Cheese and wine lunch in spring; date to be finalized (**Joan**).
 - Drama or poet/raconteur (**Neill**); Puppets through Michael Tann (**Judith**); Word for voices (**Chris**).

7. Any Other Business

7.1 Advance publicity needs to be strengthened. **Diane** and **Chris** will discuss the provision of an A-frame for passing traffic. Pat C asked that care be taken in the colour and provision of posters. Further discussion at the next meeting.

7.2 Further revision for the Hall leaflet will be sent out (**Catherine**). It was agreed that a fixed electronic version could be used once this was agreed.

The meeting closed at 6.05 p.m.

Signed:

Date:

The next Committee Meeting will be on Monday 2 September 2013 at 4.30 p.m.