

**MINUTES OF THE PARISH HALL COMMITTEE MEETING HELD ON
MONDAY 18th OCTOBER 2010 AT 4.30 P.M. IN THE YEO ROOM**

Present: C White (Chairman), S Barnes (Secretary), J Beven (Assistant Treasurer)
J Barton, P Crawford, K Livett, P Macdonald, R Parkin, L White.

1. Apologies: Marilyn Cater, Judith LeGrice, Peter Hurrell, Patrick Stanley

2. Minutes

2.1 There were two amendments to the Minutes of 6th September:

4.2 should read "The BBQ and Boules evening produced a surplus of **£419.45** and the Cream Tea a surplus of £203 after expenses".

7.4.7 should read "**Ron** will get in touch with Terry Cook....."

2.2 The Minutes were then approved and signed by the Chairman.

3. Matters Arising

3.1 (3.1) Chris having spoken with Jack Rhymes, has yet to hear from the school regarding a representative for the Parish Hall Committee.

3.2 (4.5) The Annual Report for 2009 which the Charity Commission requested had been dealt with on line by Chris.

4. Treasurer's Report

In the absence of Patrick Stanley, June reported that the July, August and September figures were £100 up on last year. The Autumn Fair had raised £933.16.

5. Maintenance Committee Report

5.1 It was noted that the hedges round the lights have not yet been trimmed. June said that she and John would do the job.

Action: JB

5.2 The blacksmith has promised that the rails to the fire exit will be ready by Christmas.

5.3 The kitchen fire shutter has been serviced.

6. Events

6.1 Autumn Fair

Chris thanked Pat Macdonald for organising the Autumn Fair which had been so successful this year. Pat said all members of team had done a good job.

6.2 The Kingsmen and Panache

Chris thanked all those who helped to make this evening such a success including Pat and Robin, Lisa, Jill and Brian Munn. This event made a profit of £543.72. The Kingsmen were given £200 and Panache £100.

6.3 20th November, Tim Kliphuis Concert

140 tickets have already been sold for this event and Lisa will now have a waiting list. Several Committee Members volunteered to prepare the Hall for this event and they will start at 10 a.m. on Saturday. Pat Macdonald said she would bring something for Tim and his team to eat when they arrive. Chris will contact Tim to ask what they require.

Action: CW/PM/all

6.4 Following a discussion regarding the number of people permitted to occupy the hall at any one time, David Houghton had been in touch with someone who will be visiting the hall on Thursday to give us a definitive answer.

6.5 Future Events

6.5.1 December

There are no events planned except a New Year's Eve Party.

6.5.2 26th February – Mazaika

Chris has arranged a deal with Mazaika. A guaranteed fee of ~£500, rising to £550 if we sell 100 tickets, and £600 if we sell 120. Mazaika will require accommodation for one night and she will also require a child-minder for a six year old child. Pat will ask Jemma Came if she will do this job.

Action: PM

Mazaika has also offered to do a childrens' concert, may be Peter and the Wolf, in the afternoon at a cost of £200. Tickets could be at around £2 with soft drinks provided. It was hoped that children from Sea View would attend.

6.5.3 Ron has been in touch with **Jonathan Swinard** who would prefer a Thursday, Saturday, Monday or Tuesday. Nothing has been fixed as yet.

6.5.4 June - Cream Tea

Chris was delighted to say that Kitty Cook has offered to have an event in her garden. This would be ideal for a Cream Tea event.

6.5.5 July - BBQ and Boules

A date to be arranged.

6.5.6. September - John Montague and Family

A date to be arranged.

Action: RP

6.5.7 Visiting Actors

Ron had been in touch with Terry Cook about a Murder Mystery evening, but he is only available in the summer. This event would be best held in the winter. Ron said he would keep searching for a suitable person, and also look at other touring theatres.

7. Any Other Business

- 7.1 Chris showed the Committee the trophy which was presented to the Village at the Autumn Fair. It is to be kept at the Parish Hall for one year and a decision was made to hang it in the Yeo Room beneath the photograph of Mr & Mrs Yeo.

A notice will also be attached to the main Village Sign. Other notices will be displayed in the notice boards outside the hall and the Village Shop.

- 7.2 A bottle opener had been taken from the kitchen. Chris will buy a new one which can be fixed to the wall.

Action: CW

- 7.3 June had received two enquiries for regular bookings for the Hall. One was from a person who would like to teach guitar. He will wait until he has some response from villagers. The second was for pilates for Friday afternoon. The hall has been booked by the school for Fridays once every two months from 1.30 to 3.30 p.m. Chris will make enquiries at the school to see if arrangements can be changed.

Action: CW

- 7.4 In reply to a question from Ron, Lisa said that extra forks had not yet been purchased.

- 7.5 Pat Crawford said that when the Bridge players arrived at 7.30 in the evening the car park was full of cars belonging to people at the school. She suggested we put a list of activities and functions on the notice board. It was generally thought that no-one would bother to look. Chris will write to the Headmaster to tell him that the hall is used in the evening and staff and parents should be made aware of this.

Action: CW

- 7.6 Lisa said that people using the kitchen are complaining about the cloths being soaked in bleach. They do not like having bleach on their hands when wiping the surfaces. More blue paper roll is required and Ray will be asked to use Milton to clean the cloths.

Action: CW

- 7.7 Jeanne said that one of the bridge players has complained several times about a draft on her back. Chris said that there is a slight draft but suggested that this person could sit somewhere else. He also said that the fan on the heating system could be turned down but this would be trial and error as far as eliminating the draft is concerned.

7.8 Karen said that when she arrived for sewing on a Monday morning she noticed a lot of rubbish blowing around in the car park. There had been a function on the Sunday and the caterer had put the black bag out beside the bins, but the gulls had broken into it and this had caused the mess. Lisa said that the caterer usually took the rubbish away if the bins were full up.

7.9 A cover for a George Foreman Grill, which was sold at the Autumn Fair, was left behind and a charm from a bracelet was found in amongst a stack of chairs. Pat Macdonald will put a note in next Village Voice to try and trace the owners.

Action: PM

There being no further business to discuss the meeting closed at 5.32 p.m.

Signed: *Pat Macdonald*

Date: *6/12/11*

The next meeting will be on Monday 6th December 2010 at 4.30 p.m. in the Yeo Room

PARISH HALL 3rd QUARTER 2010

	3 rd Quarter		9 months	
Income	Actual	Budget	Actual	Budget
Hire Charges	1969	1750	7072	7250
Private Events	610	600	1835	1600
Fund Raising	1570	1300	5723	3100
Donations	34	75	959	275
Interest	63	110	187	330
Total	4246	3835	15776	12555

Expenses

Caretaker	300	300	900	950
Cleaning Materials	7	50	96	150
Utilities	454	500	2292	2500
Insurance	--	--	1766	1700
Secretarial Expenses	137	50	219	150
Event costs	262	500	2361	1300
Sundries	90	80	135	230
New Equipment & Repairs	5461	1200	9215	3900
Total	6711	2680	16984	10880

Surplus -2465 1155 -1208 1675

Bank Balance **£57197**

Fund Raising

3 rd Quarter	Income	1570		
	Costs	262		
	Surplus	1308	Budget	800
9 Months	Income	5723		
	Costs	2361		
	Surplus	3365	Budget	1800