

**MINUTES OF THE PARI SH HALL COMMITTEE MEETING HELD ON**

**24<sup>th</sup> OCTOBER 2011 AT 4.30 P.M. IN THE YEO ROOM**

**Present:** C White (Chairman), S Barnes (Secretary), P Stanley (Treasurer),  
J Barton, M Cater, P Crawford, P Hurrell, N Irwin, J LeGrice,  
K Livett, P Macdonald, J Munn, R Parkin, M Stickland, L White.

**1. Apologies:** Joan Booth.

**2. Minutes:**

2.1 (4.1) Bottom line should read "the total cost would be £12,115 (VAT included).

2.2 The minutes were approved and signed by the Chairman.

**3. Matters Arising**

3.1 (3.1) A bulb in one of the new stage lights had "popped" and was stuck possibly to heat melting paint. Chris has contacted the supplier who will sort out the problem.

3.2 (3.3) Ray has trimmed the hedge.

3.3 (4.3) Chris had written to Joan Galloway's son and had received a nice letter back which he read out to the Committee members.

3.4 (6.2) Pat Macdonald asked whether Derek Brown had been thanked for his help in advertising the Autumn Fair on the Green. Chris will ask June if she had included him in her "thank you" letters to helpers at this event.

**4. Treasurer's Report**

4.1 Patrick handed out details of the 3<sup>rd</sup> Quarter up to the end of September. Fund Raising was well ahead of our plans. Recent events have been successful: Festive Flutes raised £405.04, Circus Berzercus £204.51 and Autumn Fair £1104.68.

4.2 Taking into account the cost of the solar panels there was a deficit of £10,470. It was agreed that this should be written off at the end of the year. Chris pointed out that we should be receiving the feed-back money in November.

**5. Maintenance Committee**

5.1 There was no extra charge for adding lead flashing when the solar panels were installed. Peter had checked the roof and everything was in order.

- 5.2 The car park hedges had been trimmed by Ray. The weeding has yet to be tackled.
- 5.3 Some of the paintwork in the hall needs to be touched up.
- 5.4 Ray is trying to repair a warped table.
- 5.5 Three new cones are to be purchased for the car park entrance.
- 5.6 The kitchen fire shutter has been serviced. The maintenance man said that the cover had not been installed properly. As his company installed it in the first place it will be up to them to put it all as it should be.
- 5.7 The payphone LCD screen is too dim to read and some calls have been connected before the money has been put in. It may be necessary to buy a new phone as it would seem the electronics have given up. Chris will look for a replacement.
- 5.8 A few pieces for the stage need replacing. For the show on 15<sup>th</sup> November we will also need a bigger medium height stage. Chris has ordered 4 sets of legs, 2 extra connecting blocks and 2 assembly tools. This action was approved by all present.

## 6. Events

- 6.1 Chris thanked all those who helped set up the hall for all the recent events.

### 6.2 **Kingsbridge Community College Concert – 15 November**

Ron and Chris had a meeting with Sharon Mitchell and Peter Johnson to discuss arrangements. Sharon and Peter had visited the hall to determine the number of performers for any one item.

The concert will start at 7 p.m. and tickets would be £2. Robin will be asked to make tickets. Judith will apply for a licence for a bar.

The College will prepare the programme. Lisa suggested contacting the Art Department to see if they would like to do posters.

Help will be needed to set up the stage and chairs. This will be from 4.00 p.m. on 15<sup>th</sup> November when the Bridge people have finished.

### 6.3 **Armada Jazz Band – 26<sup>th</sup> November**

This will be a “bring your own food and drink”, so no bar will be needed.

The event will start at 7.30 for 8 p.m. start. Jill and Pat Macdonald have offered to sell tickets.

Help will be needed to set up the tables, chairs and stage from 1 p.m.  
The band will perform two 45 minute sessions.

## 6.4 2012 Events

6.4.1 **Tim Kliphuis – 11<sup>th</sup> February**

6.4.2 **Tim Abel, Hugh Wiggins with Percussionist – 17<sup>th</sup> March**

6.4.3 **Queen's Diamond Jubilee Celebration**

This could be celebrated on 2<sup>nd</sup>, 3<sup>rd</sup>, 4<sup>th</sup> or 5<sup>th</sup> June. Chris and Jill will discuss ideas with the Parish Council.

6.4.4 **BBQ and Boules – 31<sup>st</sup> July**

6.4.5 **Last Night of the Proms – 8<sup>th</sup> September**

This would be a "bring food and drink" event.

6.4.6 **Autumn Fair – 29<sup>th</sup> September**

6.4.7 **October/November/December**

Other suggestions for events were:

Plymouth Gilbert and Sullivan Society performance.

Touring Shows: Patchwork Theatre who tour village halls

Wandering Minstrels

Opera on the Run

A Ceilidh

Following a suggestion of an Apple Crushing day it was agreed that this would be an interesting thing to include at the Autumn Fair.

Chris and Lisa said they would prepare a Grey Matter Quiz copies of which which would be sold for £1 at the Village Shop during the Christmas holiday period.

6.4.8 It was agreed that eight events in one year should be enough to raise Parish Hall funds.

## 7. Any Other Business

7.1 **Poster Policy**


June has supplied a list of areas within the Parish where posters are displayed for Parish Hall events. A copy of this, including names of volunteers for putting them up and taking them down, is attached.

There was a discussion regarding the importance of advertising in Windeatts' window. Chris thought it has been useful in interesting people outside the parish

but unfortunately there were no volunteers for the job. The ladies present thought it would be difficult carrying a heavy board from the car park to Windeatts. Subsequent to the meeting, Neil Irwin volunteered to take on this task.

- 7.2 Chris asked Judith to book the hall for the Kingsmen on 21<sup>st</sup> January 2012.
- 7.3 Pat Crawford suggested moving a bench from the designated disabled parking area as she thought this would provide space for two cars. The bench was originally donated by the W.I. and is in need of renovation. This will be brought to the attention of the W.I. at their next meeting.
- 7.4 Peter Hurrell suggested painting the concrete area with the words "Disabled Parking Only".
- 7.5 Jeanne said she was cold at the Bridge Group on the previous Friday. Chris said the fan speed for normal activities is set at 7 or 8. Lisa said she would check this next time.
- 7.6 Judith said that a Zumba teacher will be giving two "Taster" classes on Friday afternoons on 11<sup>th</sup> and 18<sup>th</sup> November from 2.30 – 3.30 p.m.
- 7.8 The Pilates Class has been closed as the instructor is spending more time teaching.

There being no further business to discuss the meeting closed at 5.45 p.m.

Signed:  .....

Date: 14/12/11 .....

**The next meeting will be on 12<sup>th</sup> December 2011 at 4.30 p.m. in the Yeo Room**