

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

MONDAY 21<sup>st</sup> OCTOBER 2013 AT 4.30 P.M. IN THE YEO ROOM

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

**1. Apologies:** Joan Booth, Pat Macdonald, Mike Stickland.

### **2. Minutes**

The Minutes of the 2 September meeting were agreed and signed by the Chairman.

### **3. Matters Arising**

3.1. (3.1) **Neill** to speak with Marilyn Cater.

3.2 (3.2) Peter Hurrell has now agreed to remove the touch screen display (**Chris**).

3.3 (3.4) 72 wine glasses are on order (£48+VAT) (**Chris**).

3.4 (3.5) The job of draught-proofing should be completed within the next two weeks (**Chris**).

3.5 (3.8) The new login to the website is still awaited following payment of the subscription to the Community Council of Devon (£50). The Booking Secretary contact details will be updated once login is possible.

3.6 (4.3) The electricity Direct Debit has been charged at £160 but Lisa has had it reduced to £107.

### **4. Treasurer's Report**

4.1 The Treasurer handed out the reports for Quarter 3 and combined Quarters 1-4. The total income to date is £16,515.36 against a total expenditure of £14,136.07. No income has yet been logged for Q4.

4.2 A third booking has been received by Lifeline; also two weddings. Expenditure includes noticeboard under new equipment, repairs to a tap and £875 to Rendle's for the floor. Four Dyson heaters will be acquired in Q4 (£1347.96).

#### 4.3 Events finance

<i>Proms</i>	Income	Donations	£86.73
	Expenditure		£15.11
	<b>Net Profit</b>		£71.62
<i>Autumn Fair</i>	Income	Books	£ 18.60
		Bowls	£ 23.50
		Bric-a Brac	£103.00
		Bridge Club	£128.50
		Horticultural Show	£ 76.75
		Raffle	£67.00
		Table Tennis	£42.50
		Teas	£21.00
		Village Voice	£9.35
		WI	£135.00
		Cards Commission	£10.00
	<b>Net Profit</b>		£635.20

## 5. Maintenance Committee Report

5.1. It was agreed that the floor had come up well.

5.2 Chris gave a presentation about water-resistant signage for advertising events using options supplied by Paul Martin. One either side in portrait format on poles was the agreed layout. Thanks were sent to Paul for his help.

## 6. Events

### 6.1 Current Programme

#### **Last Night of the Proms – 7 September**

An enjoyable evening which would continue for 2014.

#### **Autumn Fair – 28 September**

Although badly affected by the poor weather, the event was profitable. Thanks were due to Pat Macdonald for her efforts. Karen felt that the tea/coffee service was affected because the shutters remained closed. The new advertising would be an effective way to drum up more support in 2014.

#### **High Society – 23 November**

Robin will produce posters and tickets by the end of the week (£10 with sales by Lisa and Judith. It was agreed that the circular email should go out a month before all events. Setup from 1000 on 23<sup>rd</sup>; BYO 7pm for 7.30 start.

### 6.2 Programme from January 2014

February: Judith will provide accommodation for Tim Kliphuis.

May: Matt Harvey booked for 31 May (confirmed after the meeting) as a joint event with the Red Cross (also confirmed).

July: **Ron** will investigate a possible student concert.

October: Sirocco Quartet (saxophones) confirmed for 18<sup>th</sup> (**Ron**).

November: Murder Mystery (eg Salcombe Players) to be investigated (**Ron**).

#### ALSO

- February 2015 when Valentine's Day is on a Saturday, a dance with a caller (Mrs Crotty) should be organised (**Pat C & Midge**).
- Possible puppeteer to be researched by Judith & **Lisa** (event this November is benchmark).
- It was suggested that the Bowls Club be allowed to use the Hall free of charge in order to run an open evening to recruit new members. **Pat C** will organise and put information into the February Village Voice.
- Joint event (curling) with Kingsbridge in Bloom to be investigated (**Diane**).

## 7. Any Other Business

7.1 Publicity. It was suggested that posters should go up a month before an event (**Pat M**) and that the proposed programme should be in Village Voice (**Pat M**). There was some concern about the publicity supplied by the Gazette. The use of the webpage to update would be an improvement.

7.2 Diane proposed thanks to the Bridge Club which had offered to forego the Hall on 14 February to support a charity event.

7.3 **Catherine** would supply dates for meetings in 2014 after confirming Yeo Room availability.

7.4 Neill moved the next meeting to **16 December (NOTE)**.

The meeting closed at 5.55 p.m.

**Signed:** .....

**Date:** .....

**The next Committee Meeting will be on Monday 16 December 2013 at 4.30 p.m.**