

MINUTES OF THE PARI SH HALL COMMITTEE MEETING HELD ON

MONDAY 5TH SEPTEMBER 2011 AT 4.30 P.M. IN THE YEO ROOM

Present: C White (Chairman), S Barnes (Secretary), P Stanley (Treasurer), J Barton, P Crawford, N Irwin, J LeGrice, K Livett, P Macdonald, J Munn, R Parkin,

1. Apologies: June Beven, Joan Booth, Marilyn Cater, Peter Hurrell, Mike Stickland, Lisa White.

2. Minutes:

- 2.1 (6.2) Pat Crawford was concerned that the position of the new lights might not be suitable for when badminton was being played, i.e the shuttlecock may hit them.
- 2.2 Chris explained that the lights were already in position and were less likely to cause such a problem as they were placed at the two sides.
- 2.3 The minutes were then approved and signed by the Chairman.

3. Matters Arising

- 3.1 (6.1) Chris reported that the stage lights were installed, were easy to adjust and working well. At a later date we may need the colour changes.

(7.1) Chris reported that the photovoltaic panels would be installed in two days. He asked Patrick to inform our insurance company that they had been installed. We will be using EON as our FIR provider. This evening he will inform the Parish Council that the work is being done.
- 3.2 (7.1) The grab handles have been fitted in the Ladies' cubicles.

(7.2) The bolt in one of the cubicles has been repaired and the hand drier is working again.

(7.3) Arrangements for maintenance of the hedge and weeds have yet to be made.

4. Treasurer's Report

- 4.1 Patrick handed out details for the first 6 months. He said we have achieved a surplus for the second quarter but expenditure in the next 3 months will be higher because of the installation of the photovoltaic panels. This should be regarded as an enhancement to the Hall. Chris said that under the new accounting system next year there will be a separate item for the Feed-in Tariff. Patrick will draw on the deposit account to pay the amount remaining. We have already paid £4,200 for the panels; the total cost would be £12,115 (+ VAT)

4.2 Ron commented that the Hire Charges were lower than the budget. This was thought to be due to Art Group, Badminton and Keep Fit shutting down in May and June.

4.3 It was agreed that we should write to Joan Galloway's estate to let them know that the gift we received was spent on the new lights.

5. Maintenance Report

5.1 Chris reported that all outstanding jobs had been completed and therefore there was nothing else to report.

6. Publicity

6.1 June and John Beven have decided that after the Autumn Fair they will not be doing publicity of the Hall events. Arrangements for posters, programmes and their distribution would have to be made. John and June were thanked in their absence for their sterling work on publicity.

6.2 Chris said that TEAMAKERS could do posters, programmes and tickets. There is a list of all the sites we use. Windexats we can use twice a year and we can publicise in Events Diary South West.

For the Autumn Fair Derek Brown usually puts a board on the Green.

Circus Berzerkus do their own posters.

Several Committee Members offered to help put up posters in specific areas. Chris will sort out "delivery routes".

7. Events

7.1 BBQ & Bowls

Chris thanked all who had helped to make this a very enjoyable evening. The barbecue providers thought there were less people attending than last year.

7.2 Festive Flutes - 17th September

Lisa and Pat have tickets but up to now had not sold very many. A licence has been arranged. Chris will purchase the drinks. Posters are up and Jemma Came has prepared a press item for the Gazette. Festive Flutes will advertise the event in The West Morning News and the Gazette.

The local NSPCC will be informed that proceeds from Festive Flutes DVD sold at the end of the show will be donated to this charity.

Pat Macdonald offered to prepare a light supper for the Group. Jill Munn offered to do the bar.

Committee members were asked to try and sell at least two tickets.
Chairs and stage to be put up at 10 a.m. on 17th September by Committee members.
Lisa will check tickets and take cash at the door.

7.3 Autumn Fair – 24th September

Help will be required at 9 a.m. to put up tables.
Refreshments will be available for a donation.
Midge Elliot would like bric-a-brac for her stall.
Jill will organize a raffle. Prizes can be given to her.
Pat Macdonald has prepared two quizzes.

7.4 Last Night of the Proms

Unfortunately this will not take place because the Parish Hall has been booked on 10th September by someone else. We will book it as soon as possible for 2012.

7.5 Circus Berzercus -15th October

Posters to be put up in the usual places and fliers for cars in the Car Park will be placed by Chris.

The cost of this event will be £400. It was agreed to charge £6 per ticket with first child free or £10 for a family ticket.

The event would start at 6.30 p.m. The Hall to be set up with stage and chairs at 10 a.m. on 15th October.

Judith will apply for a licence to run from 6 p.m. to 10 p.m. Chris will get the drinks. The administrator will be asked to let us know if they need food.

7.6 Kingsbridge Community College – 15th November

Ron will make sure that all is organised for this event.

7.7 Armada Jazz Band – 26th November

This event has been booked and details will appear in the next Village Voice.
Subsequent to the meeting it was agreed that this would be a BYO food and drink event, with tickets at £10 each.

7.8 Tim Abel

Pat Macdonald will contact Tim and suggest he comes in April or May 2012.

7.9 Tim Kliphaus – 11th February 2012

Details for this popular event will be discussed at a later date.

7.10 Ann Tanvier

Earlier in the evening Chris had played a CD of her music which the Committee agreed may not be suitable for a 3 hour programme. He will pass the CD on to Bruce Murray who may be interested.

7.11 Events for 2012

Some suggestions were needed for next year. A theatrical touring company would be of interest. As June next year will be the Queen's Diamond Jubilee a similar occasion to the Royal Wedding "Indoor Street Party" could be arranged.

More suggestions are needed, please.

8. Any Other Business

- 8.1 Judith informed the Committee that Linda from Red Earth Kitchen is starting a Supper Club at the Parish Hall on 1st October in aid of the RNLI.

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

Signed: 

Date: 24/10/11
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The next meeting will be on Monday 24th October 2011 at 4.30 p.m. in the Yeo Room

PARISH HALL 3rd QUARTER 2011

	3 rd Quarter		9 Months	
Income	Actual	Budget	Actual	Budget
Hire Charges	1870	1950	6482	7320
Private Events	1013	600	2114	1800
Fund Raising	2838	1500	6898	4000
Donations	0	75	100	275
Interest	87	60	258	180
Total	5808	4185	15852	13575
Expenses				
Caretaker	330	330	990	990
Cleaning Materials	33	50	82	150
Utilities	840	600	2796	3000
Insurance	0	0	1602	1850
Secretarial Expenses	0	50	78	150
Event Costs	972	200	3028	1600
Sundries	70	80	70	230
New Equipment & Repairs	14033	1200	15698	3600
Total	16278	2510	24344	11570
Surplus	(10470)	1675	(8492)	1735
New Equip & Repairs	1918	1200	3583	3600
Less Solar Panels				
Surplus	1645	1675	3623	1735
Bank Balance		£50738		
Fund Raising				
3 rd Quarter	Income	2838		
	Costs	972		
	Surplus	1866	Budget	1300
9 Months	Income	6898		
	Costs	3028		
	Surplus	3870	Budget	2400
New Equipment	3 rd Quarter		9 Months	
	13779		14442	
Maintenance	254		1256	