

## **MINUTES OF THE VILLAGE HALL COMMITTEE MEETING HELD ON MONDAY 12TH DECEMBER 2016**

### **Present**

Chris Thompson (Chair) Sheila Charlton (Secretary) Ian Stewart (Treasurer) Joyce Burt Cllr Malcolm Bradshaw and Rhys Clatworthy

### **Apologies**

Cllrs Jo Angear and Bryan Naish Karen Hemingway and Karena Mayhew

### **MINUTES OF THE MEETING HELD 14TH NOVEMBER**

The Minutes having been circulated were signed by the Chairman as a true record of that meeting

### **MATTERS ARISING**

Dishwasher - although the dishwasher has been ordered it had not been delivered. Rhys to follow this up

Quiz - Details of the quiz had been given to the Parish News for inclusion in their January 2017 issue. Jo and Joyce will be catering for this event with help from committee members

Notice Board keys - The locksmith had rectified the problem which was due to the exposure of the board and suggested in future the lock be oiled periodically.

Performing Rights Society - confirmation received that the problem has been resolved.

WiFi - nothing to report

The small heater has been removed from the main hall and put into the small hall

### **TREASURER'S REPORT**

Income/expenditure

November income £3,455.00 : Expenditure £3,276.36 Surplus last month £178.64

Dishwasher cost was £1,000

### **CARETAKERS'S REPORT**

**Bookings** - The value of bookings at the end of November 2016 was £38273. This is a decrease of £49.00 over the last meeting

2017 - All regular users have been booked for 2017 and the value of bookings stands at £33743.

This figure has dropped due to the fact that Extend will no longer be having a class on Thursday afternoons - Cassie is retiring. Our figure for 2017 is now equal with last year's figures.

The committee asked that the Secretary write a letter to Cassie.

**Electricity** - usage over the last 4-week period was £652.17.

**Maintenance** - pumps no problem and heaters replaced

### **Action**

We need a "Fire Assessment" this should be reviewed each year and has not been done since the Fire Brigade stopped doing assessments. Pyrotec are prepared to do the assessment

Maintenance contract on Intruder System. The annual cost would be £99.50 plus VAT. It would be in addition to our Fire Alarm contract. Copies of this contract were signed by the Chairman

**Waste Disposal** - normal collection

Chris agreed that he would dispose of the old fire curtains.

### **FEASIBILITY 5 METRE BUFFER FOR USE AS A PLAY AREA**

It has been agreed by the Parish Council that the area behind the North Lodge houses be cleared of brambles. as a footpath is there in situ. Ian would then measure out the area and let John Ford have a copy of the exact area in question.

### **ACCESS ROAD/LEASE**

Nothing to report back at the moment. The street light is not working on the concerned area and Cllr Bradshaw would bring this matter up with ESCC and also ascertain who is responsible for the maintenance.

### **CHARITABLE INCORPORATED ORGANISATION**

Ian to work on this in 2017

### **ANY OTHER BUSINESS**

Kitchen units - to be put on January's agenda

AGM - it was decided by the committee that the date be Monday 13th March 2017

### **DATE OF NEXT MEETING**

The date of next meeting will be Monday 9th January 2017 starting at 6.30 pm