

BUCKLAND NEWTON VILLAGE HALL COMMITTEE

Minutes of the Committee Meeting held at the Village Hall on 6th February 2007 at 8.00 pm

ATTENDANCE

Bridget Baker [BB], Nicki Barker [NB], Kate Beaumont [KB], Jeremy Collins [JC], Chris Hildred [CH], Ian Scott [IS], Janet Shaw [JS], Sue Sulkin [SS], Stephen White [SW], Keith Wright [KW]

1. APOLOGIES

Apologies were received from Janet Burnett [JB] and Joyce Warne [JW].

2. APPROVAL OF THE MINUTES OF THE MEETING HELD ON 14TH NOVEMBER 2006

The minutes were approved unanimously and signed by the Chair.

3. FINANCIAL REPORT AND HALL CHARGES

Sue Sulkin reported as follows:

Money Management Account: £1,626.05

Treasurer's Account: £117.62

CAF Account (including Toilet Refurbishment Fund): £28,671.15

Outstanding amounts due are £700 for insurance and £1,995 ex VAT for blackout blinds. A 5-year guarantee is to be provided by the supplier prior to payment. Oil is now insured for £800.

Bookings and Booking Fees. £84.75 received from Moviola for film shows. Forthcoming bookings include Scottish Reel dancing, a Charity Sale and Young Farmers events. Booking fees were discussed. Subsequent to the meeting, Sue Sulkin, after consultation, proposed the following fee structure:

Local Rates: Whole Hall £10 per half day, £15 per evening up to 3 hours; Committee Room £6 per half day; Children's Party £10; Evening Parties £40 up to midnight (maximum 120 people) plus 1 hour to clear up to 1.00 am – damage and cleaning extra; Wedding Reception £100.

Commercial and non-local Rates: £15 per half day; £20 per evening up to 3 hours; Committee Room £8 per half day; Evening Parties £50 up to midnight (maximum 120 people) plus 1 hour to clear up to 1.00 am – damage and cleaning extra; Wedding Reception £120.

All above include use of toilets, kitchen and heating. Hire of tables and chairs (NOT green chairs) for outside use: Tables £2 each, Chairs £2 per 10.

The charges shown are examples and may vary.

ACTION

Fête. A draft letter of thanks to the Fête Committee was tabled and agreed.

4. **MATTERS ARISING FROM PREVIOUS MEETING**

- i. **Hearing Loop.** Sound system, and hearing loop have failed.
- ii. **Advertising Hall's Availability.** To be reviewed prior to next year's summer break.

5. **BUILDING PROJECTS / HALL IMPROVEMENTS**

- i. **Improvements to Toilets.** Approximately £20K was spent at Thornford on toilet refurbishment. Noted that nappy changing facilities should be included in refurb. Ian Scott to write a specification for refurbishment project.
- ii. **Blinds.** The old blinds have been serviced. Nicki Barker was thanked for her efforts in obtaining the new blinds and negotiating with the supplier. It was noted that care in the use of the new blinds was required.

IS

6. **EVENTS AND ACTIVITIES**

- i. **Moviola Dates.** Season is being extended now that blackout blinds are fitted.
- ii. **Artsreach Events.** 2nd March – World Music (Kors – West African Harp) Seckou Keita.

7. **HEALTH AND SAFETY**

- i. **PAT Testing.**
The lighting gantry needs to be PAT tested.
- ii. **Other Issues.** Brambles need clearing – Rodney Cuff to be asked?

SW

8. **ANY OTHER BUSINESS**

There is a fault with the fire alarm which does not compromise safety but requires a new PCB to correct. Alarm shows a non-existent fault which means Stephen White is called out frequently. Report back to next meeting.

SW

9. **DATE OF NEXT MEETING**

Tuesday 17th April 2007 at 8.00 pm

The meeting closed at 9.20 pm.