

BUCKLAND NEWTON VILLAGE HALL COMMITTEE

Minutes of the Committee Meeting held at the Village Hall on 14th November 2006 at 8.00 pm

ATTENDANCE

Nicki Barker [NB], Kate Beaumont [KB], Jeremy Collins [JC], Ian Scott [IS], Janet Shaw [JS], Sue Sulkin [SS], Stephen White [SW], Joyce Warne [JW], Keith Wright [KW]

1. APOLOGIES

Apologies were received from Bridget Baker [BB], Janet Burnett [JB] and Chris Hildred [CH].

2. APPROVAL OF THE MINUTES OF THE MEETING HELD ON 19TH SEPTEMBER 2006

The minutes were approved unanimously and signed by the Chair.

3. FINANCIAL REPORT

Sue Sulkin reported as follows:

Money Management Account: £993.95

Treasurer's Account: £252.16

CAF Account (including Roofing Fund): £28,671.15

Bookings and Booking Fees. Under review and will be raised for 2007 as there have been no rises for 5 years. Local organisations will still get preferential rates. Ian will get comparable figures for other Village Halls. Yoga teacher has been made aware that we are carrying the VAT costs at present. Toddler Group has agreed to reschedule to 10.00 to 11.30. £45.00 received from Artsreach production.

Fête. £500 received from the Committee which has made the Roofing Fund (part of CAF Account) up to £2,000. More may be forthcoming once fundraising starts in earnest.

Insurance. We are insured for £5,000 for loss of oil from the tank.

Cleaning. Disabled toilet needs attention; large blue floor sweeper to be stored with chairs/tables. Agreed that new head should be bought for sweeper and attempts made to clean existing head. 10 brown chairs to be stored in Committee Room. 'No Smoking' sign to be purchased and displayed in Hall.

4. MATTERS ARISING FROM PREVIOUS MEETING

i. **Hearing Loop.** Ian Scott to see system at Thornford – could be expensive.

ii. **Advertising Hall's Availability.** To be reviewed prior to next year's summer break.

ACTION

IS/SS

SS

IS

<p>iii. <u>Emergency Lighting.</u> Stephen White has added lights to kitchen and stage and replaced one in the main hall. Thermostat has been moved so as to be based on main hall temperature. PIR for external front light has failed; consider replacing entire unit with one which will also satisfy emergency lighting needs. Existing one can be switched on permanently but must be turned off by last person leaving.</p>	SW
<p>5. <u>BUILDING PROJECTS / HALL IMPROVEMENTS</u></p>	
<p>i. <u>Front Roof.</u> Possible cost has risen to around £16K (£8.8K quoted by Snooks at time of Hall rebuilding). Front roof is basically sound, so unless a major grant is forthcoming it was agreed that other projects must take priority. A possible exception was improving the insulation in the front roof area.</p>	
<p>ii. <u>Improvements to Toilets.</u> Agreed that improvements to toilets should be the main focus for fundraising and improvement activity. User groups to be asked to help in fundraising. Fête contribution was for 'roof and toilet improvements' but Sue to write to Fête Committee explaining change of priorities. Improvements to include baby-changing station and cleaning materials storage facilities in disabled toilet. Also possible improvements to storage in cloakroom area. A working group of Ian Scott, Joyce Warne and Janet Shaw to visit Alwston Village Hall.</p>	SS IS/JW/JS
<p>ii. <u>Blinds.</u> Some of the roof window blinds are hanging down near the lights and represent a fire hazard. Nicki Barker reported that they had been examined and would cost approximately £300 to service. Adding blackout blinds (3 per window) would cost £1,995 + VAT but servicing existing blinds would be free of charge if blackoput blinds bought. After some discussion it was unanimously agreed to purchase blackout blinds. Fitting either in the week 1-8 January 2007 or during February half-term.</p>	NB
<p>6. <u>EVENTS AND ACTIVITIES</u></p>	
<p>i. <u>Moviola Dates.</u> 2nd December – Memoirs of a Geisha. Ros Polley is leaving village – Lydden Vale News will ask for a volunteer replacement to help Andrew Stone.</p>	
<p>ii. <u>Artsreach Events.</u> 20th January – 'In the Bleak Midwinter'; 2nd March – World Music (Kors – West African Harp) Seckou Keita.</p>	
<p>7. <u>HEALTH AND SAFETY</u></p>	
<p>i. <u>PAT Testing.</u> Completed apart from paperwork. Cooker may need to be included next year. Old Burco boiler failed on age – requires new lead and plug which are to be replaced. Newer Burco has an earth continuity problem to be resolved. Stephen White to investigate whether Sadia water heaters need testing.</p>	SW

ii. Other Issues. Flower beds outside front doors need cleaning up – brambles etc. Overhanging bushes on roadside obstruct visibility for cars leaving the Hall..

SS

8. ANY OTHER BUSINESS

Playgroup has found washing-up and rubbish left on occasions.

'Do not obstruct' signage is needed on outside of verandah doors.

SW/SS

10. DATE OF NEXT MEETING

Tuesday 6th February 2007 at 8.00 pm

The meeting closed at 9.15 pm.