

BUCKLAND NEWTON VILLAGE HALL COMMITTEE

Minutes of the Committee Meeting held at the Village Hall on 17th April 2007 at 8.00 pm

ATTENDANCE

Bridget Baker [BB], Kate Beaumont [KB], Janet Burnett [JB], Jeremy Collins [JC], Chris Hildred [CH], Ian Scott [IS], Janet Shaw [JS], Sue Sulkin [SS], Joyce Warne [JW], Stephen White [SW], Keith Wright [KW]

1. APOLOGIES

There were no apologies. Nicki Barker [NB] was absent.

2. APPROVAL OF THE MINUTES OF THE MEETING HELD ON 6TH FEBRUARY 2007

The minutes were approved unanimously and signed by the Chair.

3. FINANCIAL REPORT

Sue Sulkin reported as follows:

Money Management Account: £442.31

Treasurer's Account: £271.83

CAF Account (including Toilet Refurbishment Fund): £26,176.35

Receipts are awaited for two terms' booking fee from Under Fives, Yoga booking fee (£540) and VAT refund for the blinds (£349).

The fee for the Second Hand Sale for the 4-leaf Clover Club would be waived. Excess stock was being stored in the front roof space for re-use at the Fête.

Bookings and Booking Fees. £111.69 due for 'The Queen' and £65 for 'The Devil wears Prada' from Moviola. £117.71 received from Artsreach for Seckou Keita. £100 will be received for the local elections. The possibility of running art courses in the summer holidays is being investigated.

4. FINANCIAL REPORT BUILDING PROJECTS / HALL IMPROVEMENTS

John Sulkin was thanked for carrying out emergency repairs. After discussion it was agreed that Chris Hildred and Keith Wright (Health & Safety aspects) would survey the Hall and produce a list of improvements and/or updates needed to the Hall and its equipment. A report would be made to the June meeting. This would then be used as the basis of a request to the Fête Committee for a grant. Possible items for inclusion are:

- refurbishment of toilet areas including new toilet units, tiling, washbasins, nappy-changing unit, lighting and a secure storage cupboard for cleaning materials

ACTION

CH/KW

- dado rail and general redecoration of main hall
- full-height cupboard in Committee Room and redecoration
- improvements to bar/cloakroom area
- improvements to kitchen including commercial-style dishwasher

IS to check make/price

Refurbishment work would have to be carried out between 23rd July and 5th September. Meanwhile, Stephen White will replace taps in kitchen and lighting in Committee Room and Toilets by low energy types.

SW

5. **EVENTS AND ACTIVITIES**

i. **Moviola Dates.** Financial results as in 3 above. Next event is Casino Royale on 29th April. Andrew Stone was thanked for his efforts.

ii. **Artsreach Events.** Seckou Keita – an excellent evening; financial results as in 3 above. Fizz Lewis is retiring as promoter for Artsreach; may be replaced by John Butler and Francis. Sue to write to Fizz thanking her for her past efforts.

SS

6. **HEALTH AND SAFETY**

i. **PAT Testing.**

Register of appliances is now virtually complete. Dates of purchase and guarantees needed for equipment – Ian Scott to provide. New lead fitted to urn, handwash basin heater in kitchen disconnected (needs to be replaced as a legal requirement), poor earthing on one gantry lamp. Sound system and hearing loop controller have failed tests through poor earthing; Ian Scott to follow up with suppliers as this is relatively new and expensive equipment.

IS

IS

ii. **Fire Alarm.** Paul Gale to be contacted initially over legal need for alarm; possibly Fire Safety Officer thereafter.

KW/CH

iii. **Garden Area.** Gardener hopefully now arranged to tidy up front elevation and clear sight-lines to traffic at front entrance.

SS

7. **ANY OTHER BUSINESS**

Janet/Chris Burnett to investigate possibility of holding a regular 'Village Produce Market' in the hall.

JB

8. **DATE OF NEXT MEETING AND AGM**

Tuesday 12th June 2007 at 7.30 pm followed by AGM at 8.00 pm. Sue Sulkin to place notice in Lydden Vale News.

SS

The meeting closed at 9.20 pm.