

BUCKLAND NEWTON VILLAGE HALL COMMITTEE

Minutes of the Committee Meeting held at the Village Hall on 19th September 2006 at 8.00 pm

ATTENDANCE

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

1. APOLOGIES

Apologies were received from Janet Shaw [JS], Chris Hildred [CH] and Joyce Warne [JW].

2. APPROVAL OF THE MINUTES OF THE MEETING HELD ON 13TH JUNE 2006

The minutes were approved unanimously and signed by the Chair.

3. ELECTION OF OFFICERS

Election of the following officers were proposed by Nicki Barker, seconded by Bridget Baker and approved by the meeting: Chair – Ian Scott; Treasurer – Sue Sulkin; Minute Secretary – Jeremy Collins. Ian Scott thanked Bridget for the work she had done as Secretary and welcomed Jeremy Collins as the new Minute Secretary.

4. FINANCIAL REPORT

Sue Sulkin reported as follows:

Money Management Account: £888.73

Treasurer's Account: £204.30

CAF Account (including Roofing Fund): £27,887.22

Following a large electrical bill to complete safety checks and resulting work, £500 was transferred with Ian's agreement from the CAF account. This is in line with the amount of interest on the CAF account which it had been previously agreed could be used for running expenses.

Major annual expenses are now oil and insurance. The boiler was serviced last week. Nicki recommended we should keep the oil tank topped up due to uncertainty in the market. Insurance is due in February and Sue would get a quote from VillageGuard.

A letter had been received from the **Fête Committee** asking whether the Village Hall needed money from the Fête. Sue to write to Andy Waring asking for a contribution to the Roofing and Toilet Refurbishment and giving the approximate total cost of the Roofing Project.

Adult Education Classes are now run by the individual teachers

ACTION

SS

<p>and not by the Local Authority, meaning that VAT cannot normally be reclaimed by the teachers. Agreed that we should not charge VAT at this stage (approx £2.50 per session) but that Sue would write to the users explaining that VAT would not be charged this year but that the situation would be reviewed in 12 months.</p>	SS
<p>Cleaning and Gardening. Much work had been done over the holiday period but gardener needs to re-visit to clear ash trees and front of building.</p>	
<p>5. <u>MATTERS ARISING FROM AGM</u></p>	
<p>i. Roofing Project. Quotations are now needed. Suggested that Snooks and 2 others be approached. Jeremy to find name of builders used by David Pearson at Twin Waters. Ian to provide name of third builder. Nicki Barker to check file for details of specification provided by Snooks. Agreed that a detailed specification must be provided for builders in order to get accurate quotes. A sub-committee consisting of Nicki Barker, Stephen White, Keith Wright and Nick Baker to take responsibility.</p>	JC NB
<p>ii. Hearing Loop. There is a need for a radio microphone linked directly to the hearing loop. Ian Scott to contact the supplier and report back to next meeting.</p>	IS
<p>iii. Gate into Garden. This is a security issue connected with the oil tank. A gate would block view of the oil tank and a determined theft could not be foiled. It could also impede emergency exit from the Hall. Agreed to ask Chris Hildred to keep an eye open for unusual activity. Sue to check whether insurance covers theft of oil.</p>	CH SS
<p>iv. Advertising Hall's Availability. Occasional adverts to be placed in LVN and possibly Piddle Valley News.</p>	
<p>6. <u>EVENTS AND ACTIVITIES</u></p>	
<p>i. <u>Moviola Dates.</u> 1st October – Clandestine Marriage; 29th October – White Countess; 2nd December – Memoirs of a Geisha.</p>	
<p>ii. <u>Artsreach Events.</u> 13th October - 'Waking the Witch'; 9th November – Rosie Kay Dance; 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>Fire Extinguisher Tests</u> These had been carried out in August.</p>	
<p>ii. <u>PAT Testing.</u> Stephen White and Keith Wright to report back to the next meeting. Suggested that all Portable Appliances should be tested annually to avoid confusion over variable testing schedules. Agreed that Stephen White would fit 2 new emergency</p>	SW/KW SW

lights, replace 1 fluorescent light fitting in kitchen and install remote thermostat at an estimated cost of £240 labour, £80 materials, plus VAT. Stephen is owed £70 for replacing batteries in emergency exit lights.

8. **NEW LICENSING SYSTEM**

Ian Scott reported that the new licensing arrangements would be changed next year to ease problems faced by Village Halls.

9. **ANY OTHER BUSINESS**

There is a conflict of times between the finish of Toddlers Group and the start of the Second Friday Lunch Club when this meets. Sue Sulkin to contact Kelly Fricker to see if Toddlers can start at 10.00 am.

10. **DATE OF NEXT MEETING**

Tuesday 14th November 2006 at 8.00 pm

The meeting closed at 9.05 pm.

SS