

Husthwaite Village Hall

Minutes of meeting held 31 January 2012

Agreed Action Points

<i>Action on fire Officer report</i>	AC
<i>Land Registry follow-up</i>	AC
<i>A3 printer to buy</i>	AC
<i>Electrical inspection to organise</i>	AC
<i>Bank Mandate to change</i>	WM
<i>Burns Supper: letter to send</i>	AC
<i>Establish level of future support from PC</i>	GJ
<i>Lottery Development grant to accept</i>	AC
<i>3 x Sponsorship ideas to follow up</i>	WM, LH, RW
<i>Proposed events to confirm and cost</i>	All
<i>Contact Rural Arts, Thirsk</i>	AC

Present; Richard Wood, Stephen Barker, Andrew Coulthard, Vikki Nixon, Will Mowatt, Lawrie Hill, Geoff Jones, Malcolm French.

1.Apologies;

Steve Cariss

2.Minutes of the meeting held 19 December 2011

Agreed as true record, prop WM, sec LH

3.Matters arising

- | | |
|---|-----------|
| 3.1 Fire Officers report; circulated, AC to check | Action AC |
| 3.2 Broadacres funding bid; completed and sent. | |
| 3.3 Energy Newsletter; in progress, available spring 2012 | Action AC |
| 3.4 Land Registry; all information submitted, awaiting response | Action AC |
| 3.5 A3 printer; AC to pursue with LH | Action AC |
| 3.6 Maintenance working party; no action, see Feb agenda | Action SB |
| 3.7 Periodic inspection of electrical installation; Andy Nixon has been asked to quote.
AC to check. | Action AC |
| 3.8 Bank mandate; WM to check progress | ActionWM |
| 3.9 Thanks to event organisers for events just before Christmas 2011; done via
Newsletter | |
| 3.10 Extra rubbish bin; SB reported, expensive, agreed to defer decision. | |

4.Maintenance report

SB reported on repairs. SB will organise working party for spring tidy-up Action SB

5.Treasurer's report

WM reported and circulated a summary of the accounts, which is attached

WM told us that the Burns Supper had produced a donation to village hall funds of £467.00. AC to write letter of thanks for this substantial donation, Action AC

6. Parish Council Report

GJ reported that the Parish Council was considering the extent of their support for the village hall for 2012 and would confirm at the next meeting Action GJ

We were reminded that a public meeting to discuss the celebrations for the Diamond Jubilee would take place on 22 February.

7. Report on use of hall

RW circulated a report on hall hire for January

8. Lottery bid

AC and RW reported that we had been invited by the Lottery to submit a Stage 3 application for funds to replace the hall. The Lottery have offered us a development grant of £35,000 to cover the costs of preparing a full design, including site surveys and application for planning permission. AC proposed that we should accept the offer.

Members agreed unanimously to accept and asked AC to convey that to the Lottery.

Action AC

9. Agenda items

9.1 WM and LH spoke about sponsorship. They proposed that we should seek funds in three ways

- By offering sponsors the chance to support an edition of the Newsletter for £50.00 for a month. Sponsors would get an advert and recognition on the front cover, with their logo on VH emails. WM to contact Jan Coulthard to discuss the idea. Action WM
- Individuals or businesses will be invited to sponsor events at the Village hall. LH has approached villagers and has some families willing to support events in this way. LH to follow up. Action LH
- RW reported the work done by Welburn village hall to raise funds for their new hall by sending a circular letter to residents. Percy Muncaster a long term resident of Husthwaite had volunteered to endorse a similar campaign here.

Action RW

9.2 WM circulated details of a new financial system for the village hall, details of which are attached at Appendix 1. We agreed to implement it. LH reported his concerns about the potential effect on drama productions

Note: the minutes were approved up to this point at the next meeting 28 February 2012

Items not entered in the record by then were as below and will be put to members at the next available meeting

9.3 Suggested events for 2012

- RW offered to organise an event based on the singer/instrumentalists Howden Jones. Agreed for 18 May; tickets to be £7.00 Action RW
- RW also offered to manage a showing of the video of "The Hypochondriac" at a time to be agreed
- SB would like to organise an event in autumn/winter to celebrate the life of the

village hall

- GJ opted out of organising an event. He will be working away from Husthwaite for substantial parts of the year.
- LH spoke about a watercolour taster session which may lead into a 10 week course
- WM will organise the Burns Supper in 2013, the Husthwaite Olympics and an Auction of Promises later this year
- MF offered to organise a Strawberry Fair in late summer
- AC offered to organise North Country Theatre’s visit in autumn, Made In Husthwaite and the WEA courses.

Committee members agreed to bring costed ideas to the next full meeting.

10. Any other business

- AC reported that the Easingwold and Villages Forum was to meet later in the week and that Husthwaite’s progress with the Lottery bid would be reported.
- AC also spoke about further publicity received from Rural Arts North Yorkshire and agreed to contact them.

11. Items for next meeting

Date of next Meeting

Interim meeting re Lottery 7.00pm 7 February 2012

Next full meeting..... 7.00pm 28 February 2012

Approved as true record

Proposed

Seconded

.....Chair.....Date

Appendix 1

Hall Hire charges

Currently the costs of hall hire are:

Hall usage: £10 per hour

Preparation time: First hour free and then £3 per hour

Note that the charge for preparation time will be reviewed based on the cost of heat and light and a contribution to overheads.

At the last meeting we discussed how all events should be charged for the village hall. The proposal going forwards is as follows:

External events (not sponsored by the village hall)

No change.

Hall usage: £10 per hour

Preparation time: First hour free and then £3 per hour

Village hall sponsored events

The cost of hall hire at £10 per hour will be offset from any money raised and any surplus will provide funding for the village hall.

In the case of plays, where there is a significant amount of preparation, the rehearsal time will be charged at the preparation rate.

E.g. Play running for 3 nights with 3 hours each performance and 40 hours rehearsal will get charged as follows:

3 nights for 3 hours @ £10 per hour = £90

40 hours @ £3 = £120

Total charge = £210

Any new events which are not paying the external charges will need to be sponsored by a member of the village hall committee and will be expected to work to a budget. Any funding requirements will need to be agreed by the Village Hall committee.

Any events which are already up and running will need to be transitioned to the above approach. E.g. Book Exchange, Evergreen club

The funding contribution of all future events will be measured as above.

Village Hall Funding

As a consequence of this charging structure, there may well be some activities where it is not feasible to charge in which case they will be funded by the Village Hall. To help make this happen, we will allocate some money to a "Good causes fund". To support the village hall, it makes sense to have 3 funds as follows:

- 1 Village Hall running costs
- 2 Emergency Fund
- 3 Good causes fund

The raising of funds should be prioritised 1 to 3.

As a suggestion the money required is as follows:

		Comment
VH running costs	4,000	Overheads estimate
Emergency Fund	2,000	Broadly 6 months outgoings.
Good causes fund	1,000	

This would require the following funding:

Funding	
Current Funds	1600
PCC donation to come	500
Hall Hire	1250
Funding target	3650
Total	7000

The hall hire is an estimate based on 100 hours at £10 and 50 hours at £5 (to be validated).

Income	Village Hall
Sponsorship	223.00
Donation from Parish Council	500.00
Hall Hire	70.00
Donations (Hall)	60.00
Newsletter (Ads and donations)	30.00
Affiliate scheme	78.69
Evergreen club	200.00
Interest	0.05
Events	
Comedy Night	712.30
Rocking Horse Winner	783.1
Xmas Market	382.38
Classical Music Evening	993.4
Total	4,032.92

Outgoings

Comedy Night	686.86
Cleaning	10.00
Heat, Light and Power	180.66
Land Registry	150.00
Rural Action Yorkshire	35.00
Rent and Rates	70.00
Printing (Newsletter)	126.79
Native Architect	86.39
Accountancy Fees	50.00
Rocking Horse Winner	724.88
Xmas Market	185.70
Classical Music Evening	800.22
Total	3,106.50

Events

Comedy Night	25.44
Rocking Horse Winner	58.22
Xmas Market	196.68
Classical Music Evening	193.18

Fund raising **473.52**

Funds

Opening balance (All accounts)
30/9/11 2713.11

Income less outgoings 926.42

Closing balance **3,639.53**

Current Account	2,713.44
Business Premium Account	434.87
Petty Cash	40.68
Newsletter Account	257.39
Renovation Account	23.52
Pantomime account	69.91
Youth Club Account	99.72

Total **3,639.53**