

# Husthwaite Village Hall

## Minutes of meeting held 7.00pm Tuesday 4 September 2012

**Present;** Will Mowatt (chair), Kerry Barker, Vikki Nixon, Philip Hewitson, Stephen Barker.

**In attendance;** Debbie Lewis Green, Sarah Aspinall

**1 Apologies;** Lawrie Hill, Andrew Coulthard

**2** The minutes of the last meeting held on 7<sup>th</sup> August 2012 were read and approved.

### **3 Matters arising and main agenda items;**

- AC to circulate format for letterheads **AC**
- Visit to the hall by representatives of the Big Lottery went smoothly, Expected we will hear the decision by the BL committee approx 19<sup>th</sup> September 2012
- DLG announced that the pledge party to be hosted by her at Beacon Banks will be held on Sunday 21<sup>st</sup> October from 4 to 6pm. Please let her know of anyone you believe should be invited. **All**
- DLG put it to the meeting that the proposed New Hall could act as an Art Gallery for local artists and businesses.
- Auction of Promises SAT 6<sup>th</sup> Oct 7.30pm . Promises for the event are being sought by WM and SB **WM,SB**
- Treasure Hunt and Barbecue SUN 23<sup>rd</sup> Sept 2pm
- Winter Market...date in mid November **DLG**
- SB to let PH have dates of forthcoming events **SB**
- LH to be asked to update calendar on website of forthcoming events **LH**
- It was suggested that the AGM should be combined with some sort of small social event to encourage members of the public to attend (**provisional date for AGM TUE 25<sup>th</sup> OCT 7.30pm**)
- Trust deed; Harrowells have still not got back to us. AC and SA to draft a letter of enquiry to them **SA**
- A list of suggested management responsibilities was handed out by WM for members to study and report back on.
- Fire Safety SB and VN to go through report and arrange a meeting for members to attend to go through each point and ensure action responsibility is understood and implemented. **SB/VN**
- Hall working group. The report of the working group is now complete: when John Ovenston who chaired the group returns from holiday, a meeting is to be arranged with the committee for the report to be presented . SB to liaise with JO to arrange the meeting. **SB**
- SA reported on the ACRE Health and Safety advice. About accreditation; she said that Hallmark Level 1 was the desired objective and work needed to be done to achieve this. SA handed out various papers/forms in connection with this. The fire safety guidance has to overlap with the Health and Safety aspect.
- DLG also handed suggested draft forms out for bookings etc

- We need to get a list of current key holders (Action ALL)
- We need to measure our performance against outcome, eg the effect of what we do on isolation of people in the community. We need to consider back-tracking on events that have occurred in the hall over the past year and getting any data from them. DLG suggested event evaluation forms could be made available. Feedback from our events will help us in keep the lottery updated, if the bid is successful.

**Any Other Business.**

1. Apple Fair SUN 16<sup>th</sup> NOV. WM will run a stall in aid of funds at the event.
2. SB has had a phone call from Sandra Kirkham (Coxwold village hall bookings sec ) offering the Coxwold hall for our use at a special rate if a new hall is being built for us. Tel 01347 868077.
3. DLG reported that the Husthwaite primary school will almost certainly be receptive if we would like to use it at any stage also.

The meeting closed at 8.40pm

**Date of next committee meeting TUESDAY OCT 2<sup>nd</sup> at 7.30pm**

Minutes taken by SB