

## HUSTHWAITE VILLAGE HALL

### MINUTES OF VILLAGE HALL COMMITTEE MEETING

HELD ON 10.02.14

- Present: Will Mowatt (Chairman); Philip Hewitson (Treasurer); Jeremy Walker; Carol Fenwick; Zoe Lodge; Stephen Barker; Gila Robinson; John Ovenston; Debbie Lewis Green; Vikki Nixon; Annabel Kennedy; Malcolm French (Secretary).
- Apologies for Absence; None
- Minutes for Last Meeting:
  - change Architects overdue invoice to £1170.54
  - Funders Website – logos will be displayed
  - The Committee have adopted the Working Values
  - Send Lawrie Hill copies of Minutes for website

Minutes Agreed. Proposed by Carol Fenwick  
Seconded by Jeremy Walker

- Matters Arising:
  - Induction pack for Trustees will be ready for March Meeting
  - Notice Boards – abandoned
  - Coat Hooks – will be 2 rails and hangers
  - Internal key cupboard – bought and will be fitted in kitchen
  - Stage and curtain rail – in place
- Treasurers Report  
See papers circulated by Philip
  - apple picking brought in £1101.00 from Orchards of Husthwaite
  - Budget down by £410.38. Not as good as hoped.
  - Fundraising account at £75660
  - Build cost submitted at £498500, need to analyse.
  - Looking at the accounts plus the non committed items, the figure is in balance.
  - Meeting tomorrow with Sarah Aspinall re the Native cost claim and how to deal with it.
- Building group.
  - Decision made – the shop should not keep a set of keys.
  - Decision needed on where to keep the alcohol stock- plenty of space in kitchen just a decision needed.
  - Bier house was let by the council on a years free rent. Can the Village Hall still have use for storage? Carol to respond.
  - The snagging list is almost complete and work has already started correcting them. John Ovenston is handling this issue.

- Landscaping.
  - No budget available yet to complete the landscaping
  - Annabel suggests that the front verge at the front of the hall should be made good and the soil bank around the Hall should have some attention. There are some trees to be re-planted. This was in the original tender.
  - Courtyard scheme can be held until there are funds.
  - At the next stage contact BTCV for their involvement. Annabel will produce some drawings
  - Jeremy will lay pavers along the front before the official opening – also relay Diana’s flags. (opposite hall)
  - Annabel questioned whether there should be a physical barrier across the front of the hall for safety reasons.(children). To be considered when money is available.
  
- Health and Safety
  - Will and Jeremy have made assessment and sent info to Sarah.
  - Need the safe capacities for the hall and committee room – Mark Gamble to advise.
  
- Fundraising.
  - A re-launch of the paver initiative will take place
  - General fundraising will start
  - John Ovenston to circulate the list of needs.
  
- Hall Charges
  - Zoe clarified a number of issues and she will publish an up-to-date list of charges.
  - Zoe will E-Mail Philip with a copy of all booking forms with costs so that Philip can send out Invoices.
  - Drovers Road (summer play) already in rehearsal. Needs a sponsor. Stephen to obtain an idea of costs.
  
- Programme of Events.
  - Open Day – see Gila’s analysis.
  - Rural Arts - Gila to arrange for presentation of offering.
  - North Country Theatre – 7<sup>th</sup> October
  - Although August is a holiday month, it is expected that the campsite will be open and will support events.
  - Gila has asked for help in the event programme.
  - Comedian on 11<sup>th</sup> July at 08.00 pm. Bar from 07.00pm.
  - Forthcoming events will on the calendar in the foyer.
  
- Bookings
  - Art Workshop for Children – 17<sup>th</sup> May Alison Gamble
  - Pirate themed workshop – 10<sup>th</sup> May as a precursor to VH event.
  - Easter workshop – 19<sup>th</sup> April – Egg decorating, Easter Bonnet etc
  - Harvest Ho Down – 11<sup>th</sup> October – Juliet McDougal
  - Glue and Glitter – 22<sup>nd</sup> November.

- Short Mat Bowls trial days open 1<sup>st</sup> and 2<sup>nd</sup> March
- Marketing
  - Emma- a proposed marketing guide – will be placed on web site
  - Looking at Marketing protocol
  - Links to outside caterers, campsite, businesses etc
- AOB
  - Barney Smith has donated a cycle rack for the hall.
  - £130 paid to Mark Auton(violinist) open day.
  - 27<sup>th</sup> February – Villages Forum at 07.30 pm
  - All events so far – very successful.
  - Cleaning check list too long and involved- needs attention.
  - Hall keys should be available this week.