

HUSTHWAITE VILLAGE HALL
MINUTES OF COMMITTEE MEETING
HELD ON 13.01.14
IN THE VILLAGE HALL

- **Present:** Will Mowatt, Stephen Barker, Debbie Lewis Green, Carol Fenwick, Zoe Lodge, Gila Robinson, Jeremy Walker, Sarah Aspinall Malcolm French.
 - **Apologies:** Philip Hewitson, John Ovenston.
 - **Minutes of Last Meeting:**
Approved:
Proposed by Jeremy Walker. Seconded by Zoe Lodge
 - **Matters Arising:**
Pavers - To be laid on gravel path in front of the Village Hall. Jeremy asked if he could carry out work. Jeremy will respond after considering project.
Fruit trees removed from old village hall - need to speak with Annabel to see where they might be re-located.
Most of Funders have been invited to ‘party’ on 01.02.14. Official opening in May/June.
 - **Committee Structure:**
The new members on the committee were officially voted onto the committee.

	Proposed	Seconded
Gila Robinson	Malcolm	Will
Jeremy Walker	Stephen	Will
Zoe Lodge	Carol	Will
John Ovenston	Malcolm	Stephen
- An information pack will be given to all committee members. This will contain Induction Information, Operating Values etc. Sarah and Malcolm to liaise for circulation and filing**
- **Treasurers Report:**
See Philips circulated report.
Money has come in for the Stage from the Lottery and for the Kitchen white goods from the COOP. We still need to raise money for the landscaping. ‘Bit of a Gamble’ are donation their sound system to the hall.

- **Building Report:**
 - emergency lighting sorted out – installed shortly.
 - Urinals – don't work.
 - Heating system – doesn't work
 - Keys handover – very poor
 - Rainwater harvesting- still a problem
 - Snagging- list made and underway.
 - Water under green tiles in entrance/ corridor- all need replacing.

Working with Willoughbys to cover all snags.

- **Architects extra payment.**
Native have submitted an invoice for an extra £3000 pounds. This is contested by the building group on the committee. Sarah's view was sought. Her comments are that we have to pay this invoice then try to recover it. Initially by compromise, if this does not work then by arbitration. Costs will be associated with these processes.

- **Fire Risk Assessment.**
John has circulated papers on all fire risks.

- **Funders website:**
All the funder's logos are on the website.

- **Other small jobs to do.**
 - Notice board in reception
 - Coat hooks in corridor - JO
 - Internal key cupboard - JO
 - Stage and curtain drapes to order- PH/JO

- **Fundraising**
See Philips circulated report.

- **Lottery requirements**
Another survey is required by the Lottery. Forms will be placed on the chairs at the play and collected afterwards.

- **Parish Council Report:**
This will be presented at the next meeting.

- **Booking Secretary:**
 - 2 productions by travelling group. They and us to publicise. Need stage and PA system. Looking at mid May. 20% of profit to Hall.
 - 28th January – Rural Action Yorkshire
 - 26th January – Birthday 2-5 pm.
 - Table Tennis to start – Sundays am – start 09.02.14
 - Short Mat Bowls - carpets identified – trial by end February.

- **Miscellaneous:**
 - **hall keys being cut,all committee (2 for Zoe)**
 - **Need proforma for key holders**
 - **Need to be clear on alcohol sales / bar.**
 - **Need to buy side plates**
 - **Charge for outside use of crockery, glasses etc. What??**
 - **Accident Forms – in preparation. – committee to agree format.**
 - **During functions –wash pots on run, dishwasher must be off before leaving building.**
 - **Under age drinking sign needed – Cameron needs to be aware of all alcohol sales. He holds license.**
 - **Incoming mail to Officers home addresses.**

- **Open Day Programme:**

Date 01.02.14 – open from 10.30 to 15.00 in day.

 - **Activity stalls, tour of facilities, free buffet**
 - **Evening – 19.00 to 23.30**
 - **Entertainment by Violinist and Monologues**
 - **Film of Old and New Village Halls.**
 - **Supper**
 - **Music by Elfin Drift**
 - **Evening entry by ticket only – villagers and supporters of village hall.**

- **Future Programme of Events**
 - **Rural Arts – Gila has arranged a planning meeting**
 - **Gila looking a York Music Group**
 - **Elfin Drift**
 - **Music Appreciation Society**
 - **Community Choir**
 - **Race Nights**

- **AOB:**
 - **Book Exchange cabinet needs transporting to Hall- Green Room**
 - **Date of next meeting 10th February – 2nd Monday each month.**