

Husthwaite Village Hall Committee

Minutes of Committee Meeting held at VH on Monday, 8th December 2014 at 7.00pm

Present : Stephen Barker, Craig Colton, Lyn Colton, Carol Fenwick, Debbie Lewis-Green, Zoe Lodge, Philip Hewitson, John Ovenston, Gila Robinson, Jeremy Walker

Apologies : Sarah Aspinall

1. Minutes of the last meeting (Monday 10th November 2014)

Minute 9.2 should have read : '*Zoe Lodge suggested Robin Walton have a hall key on permanent basis in connection with Primetime. Permanent loan agreed.*'

With the exception of the above, the minutes were accepted as a true record. Proposed : Philip Hewitson; Seconded : Zoe Lodge.

2. Matters Arising from previous minutes

2 - Hallmark 2 application - to be picked up by Building Group at meeting to be fixed following 12-month review. **Action : Philip Hewitson**

4.1 - Hall Logo - Notice for Newsletter with deadline end-February for March Meeting. Style to be professional, memorable and representing Husthwaite community. Notice drop at same time as Sarah Aspinall's Lottery Questionnaire with clear dead-line for entry. Open competition with judge (tba) and perhaps some associated event. **Action : Zoe Lodge**

4.5 - Gardening Club tables offer - noted 4 tables (1520x760x760mm) to be delivered 13th January 2015. Letter of thanks to be sent to club. **Action : John Ovenston**

4.6 - Volunteer - Victoria Black interested in Secretary role and will attend next meeting. Other possible candidate to be considered at some other time.

8 - Coming Events

a) Murder Mystery - David Pike willing to put on and will provide dates

b) Breton Evening - Saturday 6th June 2015 (D-Day anniversary). Hire fee agreed at £250 for day. For Friday will waive charge provided made an event with bar and tickets.

3. Financial Report and Fabric Report

Formal report to be circulated shortly. Apparent reduction in regular bookings noted. Ballroom Dancing - to be contacted. **Action : Zoe Lodge**. Possible alternative (Kilburn Teachers) to be contacted. **Action : Gila Robinson**. Yoga - to restart in January. Bowling - seeking additional evening (Wednesday).

4. Building/Snags

4.1 12 month review meeting with Contractor (TW), Architect (Native) and Building Group scheduled for Tuesday 9th (since re-scheduled for Thursday 10th at 2:30pm.)

4.2 Heat Recovery. LEDA tentative estimate of cost to retro-fit £15,000. Agree ask LEDA to provided report for our consideration at fee of £200 + VAT. **Action : John Ovenston**

- 4.3 Landscaping. Anabel Kennedy producing planting scheme for whole site (noted - any steps easier done pre-planting). Agreed obtain additional quote for North End boundary (to that already provided by All Seasons Turf). **Action : Philip Hewitson**
- 4.4 LEDA Survey. Agreed request surveys completions by 12th January 2015 (next meeting). *Appraisal of Commissioning and Training on Systems and Practical Operation for Building Group. Post Occupancy Evaluation Survey* for principle User Groups.
- 4.5 Private Hires - Deposits against post-hire hall condition. Agreed £50 against cleaning/tidying requirements. Photo evidence to be obtained to support any decision. **Action : Zoe Lodge.**
- 4.6 Cupboards. Agreed place Gardening Club and Village Archive cupboards either side of west-end window in Committee Room for trial period (to release space in hallway and store. Future consideration of fitted-wood cupboard installation in same location. **Action : John Ovenston/Stephen Barker.**

5. Parish Council Report

Cheque for £500 presented to VH for fiscal year 2014/15. Reported that £1,000 provision made for 2015/16. Carol Fenwick (on behalf of the Parish Council) was duly thanked.

6. Youth Club Update

Meeting set for Saturday 13th December. Treasurer confirmed bank account set up with deposit of £100.

7. Fire Safety Training

Mark still to confirm dates. **Action : John Ovenston**

8. Coming Events

See above (Matters Arising - 8). Event Group meeting set for 4pm Friday 12th December in Committee Room. Markets for 2015 to be confirmed. **Action : Debbie Lewis-Green.**
Agreed amended layout effective and right for future (Stalls - Main Hall and outside; Café - Committee Room).

9. AOB

9.1 Hall Hire concessions - Easingwold School Seminar re School Leavers without work has made request to waive fee (would help achieve Lottery aims). Contact is Deputy Head (John Butcher). Suggested seek sponsorship (eg by Beckwith Trust).

Issue of concessions discussed - importance of consistency agreed. Recognised difficult for groups with small numbers eg Little Pippens. Maybe worth looking at link with School Nursery in this case. **Action : Debbie Lewis-Green.**

Primetime have requested fee waiver - not agreed. However approved suggestion of one-off grant to ensure 8-session continuity of key activity. **Action : Philip Hewitson.**

9.2 Filling day-time slots. Events Group exploring ways to extend hall use. Booking Details form to be updated and circulated more widely. **Action : Lyn Colton.** Issue of service provision for eg business hires discussed - Tea/Coffee, sandwiches etc.

- 9.3 New Year's Day Football match - agreed hall insurance would cover as last year.
- 9.4 Community Hub Questionnaire - Will Mowatt to be asked to respond. **Action : Stephen Barker**
- 9.5 Locking Up after events - hall recently left unsecured following Bowls evening. June Baker to be contacted regarding any problem. **Action : John Ovenston**
- 9.6 Mural - Gila asked to provide ideas and quote. **Action : Gila Robinson**
- 9.7 Committee Room carpet - proposed buy suitable carpeting in part as acoustic treatment. Advice to be sought from Mike Wells. **Action : John Ovesnton**
- 9.8 Debbie raised the possibility of providing pictures for Committee Room - possible to obtain attractive and professional-looking photographic reproductions.

10. Next Meeting

Date : Monday 12th January at 7pm in Committee Room