

Husthwaite Village Hall Committee

Minutes of Committee Meeting held at VH on 9th March 2015 at 7.00pm

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

Apologies: Zoe Lodge, Victoria Black

1. Minutes of the last meeting (Monday 9th February)

The minutes were accepted as a true record. Proposed : Carol Fenwick; Seconded : Jeremy Walker.

2. Matters arising from last meeting

2 (6.0) - Mural : Gila still in discussions with school. **Action : Gila**

2 (8.2) - Risk Management : Philip and Will Mowatt preparing update to Business Plan. Aim 75% complete by mid-April. Propose discussion of detail and remaining 25% content at 'Time Out' meeting for 'extended Village Hall family'. Aim is to present draft document to a Village Meeting in autumn (near time of AGM). **Action : Philip and Will**

2 (4.1) - Hall Logo : Lawrie Hill has created template for adverts. Still require 'icon' logo out of proposed competition. **Action : Zoe**

2 (6.0) - Youth Club : Stephen reported working well after 2 sessions. Organisers meeting planned for Tuesday 10th March - review of experience, new ideas and organisers rota.

2 (7.0) - Fire Training : Possible dates Saturday 18th March (or 4th April). Provisional agreement for morning session for both Users and Committee. **Action : Stephen**

2 (9.8) - Pictures : Held over till Trevor Kearsley recovered from illness. Noted also new Easingwold Art Gallery (Chapel Street) - to be approached once established. Pictures from old hall also to be checked for suitability. **Action : Stephen and Debbie**

5.1 - Defibrillator - Agreed accept offer of free new defibrillator and cabinet available via Council. To be installed near exterior socket on kitchen west wall. **Actions : Carol, John**

8.3 - Salt Container : Agreed buy small covered tub and bag of salt. To be located behind hall north-east corner. **Action : John**

3. Financial Report

Noted budget performance weak (£585 overspent ytd). Fund balance reduction on month (£1050) due particularly to payment of quarterly Electricity and annual Insurance bills. Final payment due to Tom Willoughbys (£18,500) certified OK by QS.

Agreed £520+VAT Certification of Completion bill from Native to be paid. Letter from Native discussed briefly - Philip to discuss matter with Liz Crawshaw with view to entering mediation via RIBA.

4. Building (Development & Maintenance)

- 4.1 Heat Recycling - Quote (£9,715+VAT) based on LEDA specification received from HF Brown (Selby). Awaiting quote from Filter Plant Solutions (Batley). Letter-headed quotes to Debbie for possible grant applications. **Action : John**
- 4.2 HDMI Issue - Agreed proceed with Video+Audio solution suggested by Mike Wells. To be confirmed to Mike for actioning. **Action : John.**
- 4.3 Committee Room Acoustics - Agreed no immediate action pending greater use of room, but open mind as to which proposed option. Information sought regarding delivery time. **Action : John**
- 4.4 Committee Room A/V needs - Mike to be asked for suggestions/options. **Action : John**
- 4.5 Cleaner's Cupboard Vent - Agreed ask Mervyn Duffield for single quote as minor job. **Action : John**
- 4.6 Kitchen Hand Washbasin - Agreed seek two quotes (from Howden's of Thirsk and Jim Bleasdale of Easingwold). **Action : John**
- 4.7 Snagging - Noted that advised (by Native) trickle vents in porch not a solution for condensation. TW have advised sealant for guttering leaks. Twin Services coming Wednesday 11th March to re-pipe Mikrofill u/floor water pressure sensor to point prior to demand pumps (as advised by manufacturer).
- 4.8 Performing Rights Fees - current legal requirement to be checked. **Action : Philip**
- 4.9 Maintenance Schedules - development nearly complete. Now only Weekly, Quarterly and Annual. Training for Weekly Check volunteers (Stephen, Jeremy, Philip and Carol) to be arranged and monthly schedule agreed. **Action : John**
- 4.10 Storage Policy - Draft policy to be circulated for comment. Meanwhile agreed PrimeTime may store limited kit in Green Room; Robin Walton to be informed. **Actions : John**

5. Parish Council Report

Noted Parish Council elections on May 7th.

6. Coming Events

- 6.1 Easter Event - being arranged by Issey & Annabel Kennedy (Thursday 2nd April tbc). Agreed would offer all help needed. Asked to avoid clash with Church Easter Egg Hunt on Easter Day morning.
- 6.2 Sale of Event Tickets - Kind offer by Melanie Casling to sell tickets for events at her new Easingwold Shop gratefully welcomed.
- 6.3 VH Contact - Noted that emails to VH can be forwarded, normally to Zoe, but to a.n.other in Zoe's absence to ensure continuity. Lawrie can advise. **Action : John**
- 6.4 Diary updating - Concern expressed that Village Website Diary not always reflecting VH diary bookings. **Action : Stephen** to check with Zoe and Sheila the cross reference of bookings in diary and online is working.

6.5 School Entertainment Event - Agreed normal hall hire fee should be waived (as acknowledgment of VHC accommodation by School during new hall build)

6.6 Fixtures

- 20th March - Howden Jones
- 22nd March - Husthwaite Village Market
- 26th March - Career Networking Evening - Corporate World
- 14th April - Question Time
- 22nd April - Sherlock (The Flanagan Collective)
- 5th May - Comic Opera Buffa (with Husthwaite School)
- 8th May - Snake Davis Band
- 22nd May - Avanti and Artisan - 6 Impossible Things
- 31st May - Husthwaite Open Gardens
- 5th/6th June - Breton Music and Dance
- 14th June - Husthwaite Village Market
- 27th June - Murder Mystery Evening (David Pike)
- 19th September - Made in Husthwaite (tbc)
- 30th October - The Gift of Stones (North Country Theatre)

7. AOB

7.1 Landscaping - 3 quotes received. On hold pending grant aid enquiries. Agreed north and south side areas most urgent. Philip to check existing quote suppliers for cost element for this. **Action : Philip**

7.2 Cycle Rack - Location to be identified. Rack will be set in concrete for security.
Action : John

8. Next Meeting

Monday 13th April at 7pm in Committee Room