

# Husthwaite Village Hall Committee

Minutes of Committee Meeting held at VH on 11<sup>th</sup> May 2015 at 7.00pm

**Present:** Stephen Barker, Carol Fenwick, Philip Hewitson, John Ovenston,

**Apologies:** Victoria Black, Lyn Colton, Debbie Lewis-Green, Zoe Lodge, Gila Robinson, Jeremy Walker

## 1. Minutes of the last meeting (Monday 13<sup>th</sup> April)

The minutes were accepted as a true record. Proposed : Carol Fenwick; Seconded : Philip Hewitson.

## 2. Matters arising from last meeting

- 2.1 Fire Training (2 2.1.1) - Completed. Training provided by Mark Gambles of *MG Fire Consultants*. Event highly regarded, interesting and informative. Letter of thanks to be sent to Mark. **Action : John Ovenston**
- 2.2 Risk Management (2 2.1.1) - First draft completed by Will and with Philip. Special meeting to be convened in June/July for extended VHC. Kathryn Chapman of RAY to be invited to facilitate. **Action : Philip and Will**
- 2.3 VH Network - Stronger Community Delivery Manager - Adele Wilson - to be invited to next meeting (July 13<sup>th</sup>). **Action : Stephen Barker**
- 2.4 Defibrillator (2 5.1) - Equipment now available. Carol to arrange for specifications (Dimensions, Power, etc) to be provided to John. **Action : Carol Fenwick**
- 2.5 Village Hall Survey (3) - Forms now available for immediate delivery as follows:
  - Sarah** - High St North side and Section 1 Outlying farms etc
  - John** - The Nookin
  - Lyn** - Low St South side
  - Stephen** - High St South side and houses on Highthorne Lane
  - Will** - Low St North side
  - Carol** - Tenter Close to 1 East View
  - TBC1** - Section 2 Outlying farms
  - TBC2** - Section 3 Outlying farms

Please number forms (eg N1-26 for The Nookin) on first page of questionnaire proper (not on covering letter). **Action : All**
- 2.6 Heat Recycling (5.2) - LEDA advice re lower cost equipment quote is to check specifications for comparability before proceeding. **Action : John Ovenston**
- 2.7 Fire Notices - Agreed add full property address and Post Code. **Action : John Ovenston**

### 3. Financial Report

Account total (incl. restricted) £9,828.85, of which debtors £264.00. Monthly deficit of £6,800 due mainly to anticipated payment of £7,641.28 for Quantity Surveyor fees. Income from hall hire down, but strong result from Snake Davis event expected. At present continuing and growing shortfall on event income (£893) but small surplus on hall hire (£334) over first 7 months of financial year. Final fees and building costs total for new hall £600,725.

Other matters:

Short Mat Bowls - Agreed fund unexpectedly higher price mat on understanding that money would be recovered from annual surplus, thus within VHC rules that no VH funds spent without prior agreement.

Card Sales - no sales this year. Advertisement in Newsletter. **Action : Stephen Barker.** Request for sales outlet at Camp Site. **Action : Carol Fenwick**

Outstanding Booking forms - to be discussed with Zoe. **Action : Philip Hewitson**

Native - Professional advice was to make payment of final invoice conditional on Native payment for window openers.

### 4. Building (Development & Maintenance)

4.1 Weekly Maintenance - Stephen training Carol (taking over for June). **Action : Stephen**

4.2 Annual Contractor Maintenance - completed by East Coast Fire Services (Fire systems £120+VAT) and Durham Air Conditioning (ASHP £227+VAT).

4.3 Cleaners' Cupboard Air Vent - Mervyn Duffield has attended and will provide quote.

4.4 Hand Washbasin - Jim Bleasdale contacted (available from 18<sup>th</sup> June). Zoe to be asked for name of second plumber for quotation. **Action : John Ovenston**

4.5 Quarterly Maintenance - Outstanding. To be arranged for early June/July. **Action : John Ovenston**

### 5. Hambleton & District Community Forum

Agreed attendance by single representative of both VHC and Parish Council. Minutes to be circulated to both organisations. Next meeting June 25<sup>th</sup>, 7.30pm at Galtres Centre (subsequently Crayke 27<sup>th</sup> August, Galtres 22<sup>nd</sup> October).

### 6. Parish Council Report

Annual Meeting on Thursday 14<sup>th</sup> May at 7pm in Village Hall.

## 7. Coming Events

- 7.1 Open Gardens - 31<sup>st</sup> May 1-5pm. £4 entry (Primary and Pre-School children free), no dogs, tea at VH. 250 maps being printed. Entry at own risk. Roadside parking. Eight gardens plus School Vintage Orchard, *Orchards of Husthwaite* Production Facility at Manor House, Church and Churchyard and *Apple Tree Café* at VH. Plant Sale at Hillcrest (Mike & Breda Wells) - Private donations plus Gardening Club remainders. Boxes requested for plant sales - **Action : All**.
- 7.2 Adverts - Posters and Press advertising (D&S, Yorkshire Post, Easingwold Advertiser, York Press), Radio York, Minster FM, VH Website, Facebook and Email network. Signage done to go up Bank Holiday Monday.
- Volunteers - 3 do date, need 8 total. Small party afterwards for Garden owners and Volunteers at Hillcrest (or VH if wet). **Action : All**
- 7.3 TV events on big screen - Football (Cup Final - Saturday 30<sup>th</sup> May 5pm; British Grand Prix - Saturday 5<sup>th</sup> July from noon)
- 7.4 Other Fixtures
- 22<sup>nd</sup> May - Avanti and Artisan - 6 Impossible Things
  - 31<sup>st</sup> May - Husthwaite Open Gardens
  - 14<sup>th</sup> June - Husthwaite Village Market
  - 27<sup>th</sup> June - Murder Mystery Evening (David Pike)
  - 10th July- Jazz evening ( Pietro Lusvardi Trio)
  - 19th September - Made in Husthwaite (tbc)
  - 26th September- Wine tasting
  - 13th October- Area gardening club yearly talk
  - 30th October - The Gift of Stones (North Country Theatre)
  - 23rd January 2016 - proposal to hold Burns Supper (TBC)

## 8. AOB

- 8.1 Apple Tree Café - agreed should pay for ingredients bought for recent under-supported event (caused by unusual circumstances).
- 8.2 Old Bar Stock - Lyn had agreed to review stock, destroy any past 'sell by date' and separate out any near dated for early use. **Action : Lyn Colton**
- 8.3 Phone - agreed buy simple telephone, installing in Committee Room near door. Set up for incoming and emergency calls only. **Action : John Ovenston**
- 8.4 Advertisement Board - to be located outside hall displaying 'Next Event' information. To be investigated and costed. **Action : Carol Fenwick**

## 9. Next Meeting

Monday 8<sup>th</sup> June at 7pm in Committee Room