

# Husthwaite Village Hall Committee

Minutes of Committee Meeting held at VH on Monday 10<sup>th</sup> August at 7.00pm

**Present:** Stephen Barker, Carol Fenwick, Gila Robinson, John Ovenston, Philip Hewitson, Debbie Lewis- Green, Victoria Black

**Apologies:** Zoe Lodge, Jeremy Walker

## 1. Minutes of the last meeting (Monday 13th July)

Add minute "Gavin Kennedy handed over £386.64 cash being the net takings from the café at the Summer Market to be credited to the Youth Club account.

Apart from the above details the minutes were accepted as a true record. Proposed : Carol Fenwick; Seconded : Philip Hewitson

## 2. Matters arising from previous minutes

2.1 **Advertisement board (2.9)**- board arrived and to be placed outside Village Hall. Event committee to electronically provide Carol with 'next events' and Carol to display these. **Action: Carol/Events Committee**

## 3. Draft Business Plan

Plan been circulated. Once read, the questions in red and other thoughts are to be discussed and agreed on at the two workshop meetings facilitated by Kathryn Chapman next Month (September). The first Meeting highlights what goes into running the village hall and the volunteers input. The second meeting aims to identify costs, business proposals and assess how well the Village hall caters for the Village's needs.

After the two meetings, a launch event for villagers will be held to reflect on issues and ideas raised. **Action: Philip to send out invitations by the end of August.**

## 4. Financial report

Revised Annual Accounts (2013/14) have been circulated and to be published on website. As of July 31<sup>st</sup>, the current balance in the Current Account is £1,641.81, £9,808.57 in the Fundraising Account and a total of £75.06 in Petty Cash.

Village Hall bookings are to be reviewed and the diary to be altered and corrected to prevent further invalid charges of sessions which no longer run or have been booked incorrectly.

## 5. Building (development and maintenance)

5.1 **Air Circulation System** - Two quotations received on basis of LEDA recommendation. Awaiting additional quote from HF Brown based on Daikin equipment. Delay caused by minor problem identifying specific Daikin Kit.

Filter Plant Solutions (Batley)- £13,410 + VAT (Alternative kit £7,840 +VAT)

HF Brown (Selby) - have visited and done thorough estimation of requirements, Quote is for £9,715 +VAT. [Alternative kit advised subsequently at £6,835 + VAT]

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- 5.2 **Hand Wash Basin** - Quotes awaited from Jim Bleasdale (Easingwold), James Walker (Zoe's Plumber) and Albany Gas and Plumbing (Philip Contact). **Action: John Ovenston**
- 5.3 **Landscaping**- Philip to follow up schemes and prices. **Action: Philip Hewitson**
- 5.4 **Phone**- installed in Committee room and working. For emergencies and incoming calls only. John to confirm number. **Action: John Ovenston**
- 5.5 **Window Openers**- Contract let to Mike Levesley of Hull at £1,008 incl. VAT.
- 5.6 **Quarterly Maintenance Checks**

July- first report completed. Checklist and Report form updated based on experience (see on Cloud) and in register. No major issues- minor work to do on guttering, Committee Room doors, weeds in rear gravel, door stops. Need to consider some repainting of walls, dados and skirting in January.

Future- suggest need team from which 2/3 can be drawn for each quarterly inspection. Aim to maximise spread of knowledge. John, Philip and Stephen now able to act as 'lead' person. Gila and Carol volunteered for next inspection to be led by Stephen.

## 6. Youth Club

Running twice a month.

## 7. Parish Council Report

Craig Colton has been appointed new co-opted councillor. Carol written to Highways agency about damage to the Village Hall verge from the road works.

## 8. Coming events

26<sup>th</sup> September- Wine tasting

13<sup>th</sup> October- Area gardening club yearly talk

17<sup>th</sup> October- Harvest Ho Down

30<sup>th</sup> October - The Gift of Stones (North Country Theatre)

23<sup>rd</sup> January 2016- proposal to hold Burns Supper (TBC)

## 9. AOB

**Bar stock**- Debbie to create a checklist of drinks wanted when hiring hall and bar.  
**Action: Debbie Lewis- Green**

**AGM**- 26<sup>th</sup> October. Philip to confirm with Kathryn Chapman. **Action: Philip Hewitson**

## 10. Next Meeting

14<sup>th</sup> September, 7pm