

Husthwaite Village Hall Committee

Minutes of the meeting held on Monday 16th April 2018

Present: Gill Allanson, Steve Broughton, Lynn Colton, Simon Eedle, Sheila Mowatt (Chair), John Ovenston, Carol Fenwick

1. **Apologies:** Annabel Kennedy. Sandie Davison has decided to resign as a trustee due to other commitments and the committee thanked her for her efforts whilst on the committee.
2. **Minutes of last meeting held on Monday 12th March 2018:** Accepted as a true record. Proposed SB, Seconded SE
3. **Matters arising from previous minutes:**
 - a) **Kick plate:** Mick Barker has agreed to complete the job in the near future.
 - b) **Fundraising:** The application to Broadacres Community Development Fund was successful and we have received £300 towards the pantomime costs but there has still been no response from the Arts Council application. Applications to Tesco Bags of Help (for storage) and North Yorkshire Community Fund (for building improvement projects or equipment) are being prepared. **Action: AK**
 - c) **100 Club:** It was decided that, although the Village Hall Committee would hold the lottery licence and oversee the administration of the new 100 Club, all profits for the initial year would be allocated to St Nicholas Church. SM has designed a flyer advertising the launch and it will be distributed in the near future. **Action: SM**
 - d) **Reduction of window cleaning:** SB has contacted the window cleaner and organised bi-monthly cleaning with effect from April 2018.
 - e) **Table Tennis Club:** SE asked about the availability of table tennis equipment and was advised to speak to Jeremy Walker or Stephen Barker. If equipment could not be located, SE stated his intention to apply for funding from local sources. **Action: SE**
4. **Financial Report:** SB produced the Treasurers Report to end March 2018 which is attached to these minutes. Expenditure included the annual insurance payment, annual fire system servicing and panto expenditure. In addition the current account includes £104 which will be transferred to the Orchard Village Club account.
5. **Building Development & Maintenance:**

JO has approached Andrew Fletcher from 147 Design to produce an architectural design for a storage extension to the north of the building before requesting quotes.

A replacement extractor fan has been installed in the DWC and a new fluorescent tube has been fitted in the Committee Room. The network cable from the router to the DVD player was installed and internet streaming tested and the laptops have been updated.

Outstanding – replacement of green room door-stop, fitting of new chair feet rubbers, filling gap in kitchen work-top, fitting door pulls to green room exterior double doors, installing committee room projector, chicken wire drain covers, sealing leaking joint in kitchen guttering, fitting of bar in green room to store lights, minor paintwork touch-up, replacement of batteries in emergency lights.

The Quarterley check is due soon, the ASHP requires servicing in April and the recycled water filter needs replacing in May.

6. **Dedicated Community Liaison Reports:**
 - a) Church – SM meets bi-monthly with Church representatives. In addition to the 100 Club, items under discussion include a joint Hoedown and the Summer WW1 themed event.

- b) User Groups – The next meeting is on 18th April and Mike Wells has requested that funding of £300 for a Lighting Board be considered. SE asked if user groups could be reminded about dishwasher protocol.
 - c) Plum & Partridge – Yorkshire Ventures has volunteered to give all profits from their 1st Birthday Party raffle, to be held on 21st April, to help fund the OVC trip to Strikes Garden Centre.
 - d) Orchard Village Club – The last meal was supplied by the Plum & Partridge and was enjoyed by all present. The trip to Strikes Garden Centre on 8th May has been rearranged for Northallerton after the recent fire at Stokesley.
 - e) Primetime – Primetime starts again on Friday 20th April after a short break.
 - f) Primary School – No response has been received from Fiona Bennett, the acting head, or the chair of governors to the letter expressing our willingness to co-operate as a community.
 - g) Youth Club – Youth Club restarts on Tuesday 17th April following the Easter break.
7. **Parish Council:** CF reported that the Parish Council was still trying to co-opt two new councillors. The Asset of Community Value registration for the Plum & Partridge has now expired and the PC have completed a new nomination form for the property. The next meeting will take place on Tuesday 15th May.
8. **Coming Events & Diary Bookings:** SM reported that the events income total for the period October to April was £9938 and events planned for April include Film Club on 26th, Panto Film on 27th and Dawn Chorus Walk on 29th. May events will include Pop Up Pub on 4th, Apple Tree Cafe on 14th, Wine Tasting on the 18th and Night Jar Walk on 26th.
9. **AOB:**
- Licences:** SM reported that the Small Lottery licence has been received (cost £40) and the Public Video Screen Licence has been renewed (cost £127).
- GDPR:** An audit of personal information stored by the Village Hall Committee must be completed before 25th May. This includes information contained in the Trustees Handbook and E-mail contact details used for advertising. Action: SM / JO
- Gardening Club:** The annual plant sale will take place on Saturday 20th May from 2:00 till 4:00 pm. In addition the club is 60 years old in 2019 and they are planning some special events throughout the year.
- Security / Fire Panel:** After a recent power failure, the panel was emitting a constant alarm. The noise was eventually stopped by pressing the mute and reset buttons and it was thought this information should be available in the instructions folder in the foyer.
- Short Mat Bowls Buddy:** Following the resignation of SD, CF offered to open the village hall for the SMB club on Mondays.
- Prosecco Stall:** SB offered to hold a prosecco stall at the next village market and LC will pass the suggestion to the markets team for consideration.
10. **Time & Date of next meeting:** The next meeting will be held on May 2018 at 6:30pm