

Husthwaite Village Hall Committee

DRAFT Minutes of the meeting held on Monday 8th January 2018

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

1. **Apologies:** None
2. **Minutes of last meeting held on Monday 11th December 2017:** Accepted as a true record.
Proposed LC, Seconded AK
3. **Matters arising from previous minutes:**
 - a) **Cheque Signatories:** The new bank mandate forms were deposited at Barclays Bank in December and SB will check on progress at the bank tomorrow. Action: SB
 - b) **Kick plate:** Mick Barker has agreed to complete the job in the near future.
 - c) **Chair Trolley:** The chair trolley which we requested is now a discontinued item but LC has sourced another at similar cost and will place an order for this item. Action: LC
 - d) **Fundraising:** An application to the Arts Council for funding for the pantomime has been submitted but we have been notified that the expected turnaround for decisions is now 30 days due to high demand. AK is awaiting further information for another application. Action: AK
 - e) **100 Club:** SM is meeting with Audrey Raper and Guy Wilson on 10th January to discuss the setting up of a 100 Club as a joint venture with St Nicholas Church. Action: SM
 - f) **Reduction of window cleaning:** SB will write to the window cleaner to request bi-monthly cleaning instead of monthly. Action: SB
 - g) **Local Produce Update:** Proudfoot Poultry have expressed an interest in holding a weekly farm produce stall in the village hall car park on Thursday evenings from 4 – 7pm and a charge of £10 per night was agreed.
4. **Financial Report:** SB produced the Treasurers Report to end December 2017 which is attached to these minutes.

5. **Building Development & Maintenance:**

A quote for the storage extension is still awaited from Steve Clements therefore it was agreed to request another quote from Paul Metcalfe.

M Duffield will fit the new uPVC Facias on the Main Hall Front, Main Hall (S) and Green Roof (N&S) as soon as possible but start of work is weather dependant.

As the piece of deformed boarding on the corridor roof is not currently visible it was agreed to wait to see if the condition reappears before contacting Willoughby's again.

Outstanding – fitting of new chair feet rubbers, moving further material onto mezzanine, checking HDMI link from laptop to projector for streaming media, 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, computer software update and clean-up.

It was noted that the basketball net is still occupying significant space in the Green Room and should either be dismantled before being stored or moved to the Bier House.

JO and SB will complete the quarterly and annual checks on 17th January and JO will organize for the contractors to check the Fire System and Extinguishers.

The weekly checks rota was updated as follows: January – JO, February – CF, March – SD, April – SM, May – SE, June – AK, July – SB, August – GR, September – GA, October – JO, November – SD, December – SM.

6. Dedicated Community Liaison Reports:

- a) Church – SM is meeting with Church representatives on 10th January.
- b) User Groups – LC reported that the next user group meeting was planned for March / April.
- c) Plum & Partridge – Christmas Day opening was well attended by villagers and the New Year's Eve event was enjoyed by those present. The pub has started a Fish Friday special offer and plan to have a special Valentine Menu. LC will suggest they advertise in the village newsletter.
- d) Orchard Village Club – LC is discussing the provision of food for the OVC with the Plum & Partridge.
- e) Primetime – SD reported that the next meeting for organisers would be on 10th January when it was planned to finalise an attendance rota. Primetime has obtained new equipment and a regular member was in the process of making a storage box on wheels which would enable all their equipment to be stored under the staging in the Green Room. In addition children from the Primary School will be attending the session on 26th January.
- f) Primary School – We are still awaiting confirmation of the name of the new Head Teacher as Rebecca Bainbridge has now left the school.
- g) Youth Club – AK reported that Youth Club would restart on Tuesday 9th January and also provided dates for all planned meetings up until the end of the summer term.

7. Parish Council: CF reported that the Parish Council were still trying to co-opt a new councillor. The next meeting will take place on Tuesday 16th January.

8. Coming Events & Diary Bookings: SM reported that the events income total for the period October to December was £4438 and events planned for January include Film Club on 23rd and Burns Night on 27th.

9. AOB:

GA asked if the hedgehog rescue lady from Raskelf would be able to run a tombola at one of the markets to raise funds and the committee had no objections.

SE asked if there was any interest in running a Table Tennis Club and he was advised to speak to Jeremy Walker who used to organise sessions on a Sunday morning. Action: SE

10. Time & Date of next meeting: The next meeting will be held on Monday 19th February 2018 at 6:30pm