

Husthwaite Village Hall Committee

Minutes of committee meeting held at VH on Monday 8th August 2016 at 7.00pm

Present: Stephen Barker, Sheila Mowatt, Carol Fenwick, Philip Hewitson, Debbie Lewis-Green.

Apologies: Angie Sibley, Lynn Colton, Jeremy Walker.

In attendance: John Ovenston for item 5.

1. Minutes of last meeting held on 11th July 2016:

The minutes were accepted as a true record. Proposed: Carol Fenwick. Seconded: Stephen Barker.

2. Matters arising from previous minutes:

- a) **Minute Secretary:** Philip has written to Emma Robins, Deputy Head and Director of 6th Form at Easingwold School.
Action: Philip Hewitson
- b) **Book Exchange:** Lynn Colton to provide update at next meeting.
Action: Lynn Colton
- c) **Chair Zumba:** This was not discussed at the dementia awareness meeting on 26th July - update at the next meeting.
Action: Sheila Mowatt
- d) **Pictures/plaques from the old village hall:** Stephen will bring these to the September Committee meeting.
Action: Stephen Barker
- e) **Hallmark 2:** A gap analysis is under way. Kathryn Chapman is on holiday - update to the next meeting.
Action: Sheila Mowatt
- f) **Contact Data Base:** Sheila will follow up with a flier to be prepared for distribution to the missing households - draft to next meeting.
Action: Sheila Mowatt
- g) **Fitness Classes:** Sheila had spoken to the person who wanted to organise these, but she had just started a new job and wasn't sure she would have time - Sheila to follow up at the end of the year.
Action: Sheila Mowatt

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h) Toddler Group: Sheila had spoken to Kelly Fox, who was interested in using the village hall for a toddler group. It was agreed to support this development by offering a reduced hire charge, to be reviewed after six months.

Action: Sheila Mowatt, Angie Sibley

i) U3A: Philip agreed to approach U3A for more information.

Action: Philip Hewitson

j) Trustees Handbook: Philip confirmed that the production of an updated handbook was in hand.

Action: Philip Hewitson

3) Financial Report

a) Outturn for the ten months to 31st July: The village hall funds balance at the end of July totalled £15,339.42, including debts due of £546.50. This was a reduction of £127.68 on the previous month representing relatively low activity levels and therefore income during the month.

b) Budget Performance for the 9 Months to 30th June 2016: The budget statement showed an adverse variance of £1,556 for the first 9 months of the financial year and it was highly unlikely that the village hall would deliver on its financial target for the year of a surplus sufficient to cover running costs and to maintain reserves to cover the replacement of equipment and building repairs. Income from the hire of the hall was lower than planned and there had been only one donation to general funds. The income shortfall had only been partially offset by a surplus on activities and events. Maintenance costs and general expenditure had been higher than planned.

Action: Angie Sibley

c) Investment Plan: Sheila tabled a schedule summarising progress on the Investment Plan. This showed an overall surplus for the calendar year (2016) to date of £4,835. It was agreed that the schedule might be reformatted to map the financial year from 1st October to 30th September. Philip agreed to provide an estimate of the depreciation charge for 2015/16.

Action: Sheila Mowatt, Philip Hewitson

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4) Building (development and maintenance)

- a) **Storage:** Following discussion with Mervyn Duffield the Building Group has suggested the construction of an extension to the mezzanine of up to a metre to permit safe standing room access and additional storage; also the construction of a table above plant and ducting to give 2.5sq m additional storage space. Mervyn Duffield to confirm design and assess cost. Steve Cariss also to be approached.
Action: John Ovenston

- b) **Picture rail for Reception:** Lower rail to be fitted to provide extra stability as a stand-off to pictures.
Action: John Ovenston

- c) **New Projector, HD TV receiver and Blu-Ray/DVD Player:** New mounting tray and protection against accidental damage in hand. The projector will need to be 1½ metres back from the present position.
A replacement giving an HD TV receiver and Blu-Ray player is being investigated
Action: John Ovenston

- d) **Warming cupboard cover and kick plate below kitchen hatch:** Warming cupboard cover completed. Kick plate still outstanding.
Action: Stephen Barker

- e) **Rainwater harvesting tank:** Relay replaced on circuit board in control unit and system now operational. Suggestion to locate an expansion tank in the DWC to buffer supply. Agreed to approach Nick Dowson for a quotation. Also for him to install an outside tap.
Action: John Ovenston

- f) **Painting and decorating:** Agreed to approach two of the contractors again to firm up quotations on a comparable basis.
Action: John Ovenston

- g) **Gutter Brush installation:** Philip, Stephen, Jeremy and John will form a working party. Jeremy will clean out the gutters beforehand
Action: Philip Hewitson, Stephen Barker, John Ovenston, Jeremy Walker

- h) **Quarterly check:** Completed - no major issues found.

- i) **Laptops Upgrade to Windows 10:** Completed

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- j) **Events Grid:** Grid stabiliser bar (temporarily removed to enable ventilation input grill installation) to be replaced.

Action: John Ovenston

- k) **Strimming Rear Bank:** Carol to let Philip have the contact details of the contractor that cuts the village greens; Philip to request cutting of the grass/undergrowth behind the hall.

Action: Carol Fenwick, Philip Hewitson

5) Fundraising

Debbie had received £1,000 pledged for chairs by the Sir George Martin Trust; also £250 from the Collinson Trust. All the burgundy chairs had now been taken, with £180.00 being proceeds from sale. This brought the total funds raised for purchasing the new chairs to £2,230.00

6) Youth Club

Stephen confirmed that Gavin Kennedy would be contacting Richie Bastow, Youth Development Worker at NYCC about developing and funding the Youth Club. He will also give an 'end of term' report to the VHC. It was reported that there were 12 - 14 attendees at each session.

Action: Stephen Barker to liaise with Gavin Kennedy

7) Parish Council

Carol reported that:

- i. One quotation had been received for the repairs to the Bier House and a further quotation was being sought;
- ii. the PC had selected a tall glass trophy cabinet to be positioned in the corner of the foyer behind the desk;
- iii. Work had continued on the pub with the suggestion from the owner that it would be open by Christmas;
- iv. In response to the District Council's call for sites for future local plans, two sites have been offered in Husthwaite:
 - a. A site opposite the primary school offered for housing (100 dwellings) and a recreation area;
 - b. A site on the East side of the Nookin offered for housing (20 dwellings) and car parking for the village hall;
- v. Fracking - there was no imminent interest in this area by Ineos, the licence holder.

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8) Coming Events and Diary Bookings

Sheila reported that there was a full timetable over the coming months. However, the pantomime and the Harvest Hoe Down had both been cancelled by the respective organisers. Philip agreed to clarify whether the PCC was interested in running an Open Gardens event next summer as a joint venture, possibly in June.

Action: Philip Hewitson

9) AOB:

AGM: It was agreed that Annual General Meeting would be held on Monday 24th October 2016 at 7.00 p.m. Stephen asked for expressions of interest and nominations as Trustees for 2016/17 to be received before the AGM. Philip confirmed that he intended to stand down as a Trustee after the AGM.

Next meeting

Monday 12th September 2016