

# Husthwaite Village Hall Committee

Minutes of Committee Meeting held at VH on Monday 11<sup>th</sup> April 2016 at 7.00pm

**Present:** Stephen Barker, Carol Fenwick, Philip Hewitson, Angela Sibley, Sheila Mowatt, Debbie Lewis-Green

**Apologies:** Lyn Colton, Jeremy walker

**In attendance:** John Ovenston for item 5.

## 1. Minutes of last meeting held on 8<sup>th</sup> February 2016:

The minutes were accepted as a true record. Proposed: Debbie Lewis Green.

Seconded: Carol Fenwick,

## 2. Matters arising from previous minutes

a) **Refuse Collection:** All the bins had now been emptied. Noted that the black bins containing general rubbish would need to be moved to the roadside to be emptied in future.

b) **Yoga:** Sheila confirmed that Jane Cluley will start early evening Yoga sessions on 12<sup>th</sup> April at 5 o'clock. The financial arrangements for the taster sessions had been confirmed and agreed with Jane Cluley.

c) **Minutes Secretary:** Philip reported that he had sent an email on 14<sup>th</sup> February to the headmaster at Easingwold School about a student volunteer, but had still not received a reply. Carol said she would follow this up when she next met him.

**Action: Carol Fenwick**

### d) 'Club as a Hub' Programme

Stephen reported on a further meeting he had had with Simon Pierce and it was agreed that there needed to be a more precise brief about the arrangements for training (in dementia awareness, depression etc.), how this promoted the 'Club as a hub' programme and the sports developments he had outlined at the last meeting. Noted that Simon would be coming to the next Primetime meeting and Sheila agreed to meet with him then.

**Action: Sheila Mowatt**

### e) Queen's Birthday Celebration

Sheila reported that She, Lynn, Roy Collard and Margaret Hewitson had met to agree the format and to plan the day. This would be an afternoon tea between 3.00 p.m. and 5.30 p.m. with activity tables for children. There would also be a history exhibition, either in the Committee Room or the Foyer, which the History Society would organise. A performance of the Dishforth Military Wives choir will be at 4 o'clock and the cost (£265) will be partly met by a request for donations. The event itself will be free. Entry will be by ticket only for local villagers and past residents. The event was planned for 15<sup>th</sup> May. Parking for the choir would be at Beacon Banks

**Action: Sheila Mowatt**

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## f) **Business Plan**

Philip confirmed that the three year Business Plan had been published on the website with a short synopsis in the website's News section and the village newsletter.

## g) **Marquee Donations**

Debbie will speak to Ian Clarke to accept the marquee donation. She will arrange storage at Beacon Banks until the storage in the Bier House is re-ordered.

**Action: Debbie Lewis-Green**

## 3. **Financial Report**

Angie provided a verbal report. She said that overall, balances showed an increase by £1,700 during March. Net income from the Film Club was £119, while the Spring Market had contributed £284. £717 had been paid out to North Country Theatre and £400 had been spent on advertising the markets for 2016. It was agreed that the maintenance contract with D&G Appliances for the large fridge in the kitchen would be terminated.

**Action: Debbie Lewis-Green**

## 4. **Building (development and maintenance)**

a) **Heating and Ventilation System** - John reported that the unit was now in place together with the ducting. Electrical work and commissioning would take place on 12<sup>th</sup> April with the work on making-good to follow. John outlined the storage issues arising from the loss of storage at mezzanine level following this installation.

**Action: John Ovenston**

b) **Hand wash Basin:** John confirmed that a quotation from Nick Dowson had been accepted and installation was planned for 26<sup>th</sup> April.

**Action: John Ovenston**

c) **Warming cupboard:** Sheila reported that the stainless steel panel had been damaged while it was being cut to shape. Mick Barker had agreed to use aluminium instead.

**Action: Sheila Mowatt**

d) **Bier House:** Angie reported that a price for removing and replacing in black plastic the rainwater hopper and drainpipe was in hand for the next Parish Council meeting. Agreed that contents to be cleared and rearranged and any surplus/damaged items (including electric organ and orange fabric covered chairs) to be disposed of - Stephen to arrange a working party one Saturday. Carol to approach Chapman, Medd and Sons about collecting the Bier if they still wanted it

**Action: Angela Sibley, Stephen Barker, Carol Fenwick**

e) **Rainwater harvesting tank:** John reported that Nick Dowson would also undertake the fitting of a new pump on 26<sup>th</sup> April.

**Action: John Ovenston**

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- f) **Painting and decoration:** Quotations to be obtained once the ventilation system is installed.  
**Action: John Ovenston**
- g) **Kick Plate:** to be mounted on the skirting below the kitchen hatch in the main hall when the re-decoration was done.  
**Action: John Ovenstons**
- h) **Gutter Brush Installation:** Working party required when the weather was warmish, dry and wind free.  
**Action: John Ovenston**
- i) **Picture Rail for reception:** would be fitted within two weeks  
**Action: John Ovenston**
- j) **Security Lights and Fire Exit Light** - Dunningtons Electrical to resolve issues/repair on 18<sup>th</sup> April  
**Action: John Ovenston**
- k) **Windows 10 Upgrade for Laptops** - to be done in June or July to take advantage of free upgrade. An initial test on one laptop to ensure compatibility.
- l) **Action: John Ovenston**

## 5. Fundraising

Debbie confirmed that she had received £2,000 from North Yorkshire Reward for Primetime and the Orchard Village Club. She had applied for £3,880 to the Sir George Martin Trust for 80 chairs, bringing the total to 100 new chairs. She had negotiated a discount price if the order was placed before the end of April. A representative (Carla Marshall) would be visiting to discuss the application on 27<sup>th</sup> April. She had also obtained a quotation for 10 Market stall with covers and weights totalling £1,948.84 and had applied to HDC's small grant scheme to cover this.

**Action: Debbie Lewis-Green**

## 6. Youth Club

Stephen will speak to Gavin Kennedy about the 'Hub as a Club' programme. It was agreed that the Youth Club needed advertising more widely and more volunteers were needed.

**Action: Stephen Barker**

Noted that the Club received good support from North Yorkshire Youth

## 7. Parish Council

Carol reported that the sale of the pub to Yorkshire Ventures had still not gone through. Retrospective planning permission had been granted. She also reported that there was approval for a further passing place on Malton Street

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## 8. Coming events and Diary bookings

Sheila circulated a statement showing that the Events Committee was on target to generate its target surplus of £3,600. She reported that Jan Coulthard intended to give up the Book Exchange and there was no obvious successor. Agreed to pick this up with Adele Wilson (HDC) about arrangements going forward

**Action: Sheila Mowatt**

Noted that the EU referendum would take place on 23<sup>rd</sup> June with the hall being used as a polling station. Carol agreed to open up and close the hall for this.

**Action: Carol Fenwick**

## 10 AOB

**Investment plan** - Sheila tabled an Investment Summary. Philip said that he had seen an earlier draft and had commented and it was agreed that Sheila would amend the summary for discussion at the next meeting.

**Action: Sheila Mowatt**

**Display Cabinet for Trophies** - Carol suggested that it might be useful to purchase/make a display cabinet for the recent awards to the Parish Council and the Orchard Village Club. She agreed to discuss this with the Parish Council.

**Action: Carol Fenwick**

**Pictures, Plaques etc. from the Old Village Hall** - Stephen is storing these and he agreed to bring them along to the next meeting to discuss whether/where these might be put up in the new hall. It was provisionally agreed to place the 'Maurice Hutchinson Room' plaque above the Committee Room doorway and rename the room accordingly.

**Action: Stephen Barker**

## Next Meeting

9<sup>th</sup> May 2016