

# Husthwaite Village Hall Committee

Minutes of Committee Meeting held at VH on Monday 8<sup>th</sup> February 2016 at 7.00pm

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

**Apologies:** None

**In attendance:** Robin Walton for item 5.

## 1. Minutes of last meeting held on 11<sup>th</sup> January 2016:

The minutes were accepted as a true record. Proposed: Carol Fenwick, Seconded: Philip Hewitson.

## 2. Matters arising from previous minutes

- a) **Hall Hire and Charges:** Modified hire charge leaflet completed and published.
- b) **Refuse Collection:** Glass collection bin to be retained. Noted that an additional recycling bin can be obtained at a cost (£105) for weekly emptying. Agreed to monitor usage for a month when the new collection system begins operating and review the need for a further recycling bin then.  
**Action: Carol Fenwick**
- c) **Yoga:** Sheila reported that Jane Cluley cannot do an evening session, but is offering 3.00p.m. or 5.00p.m. on Tuesdays. Sheila will canvass opinion from half a dozen people that had expressed an interest in Yoga sessions and confirm arrangements with Jane Cluley.  
**Action: Sheila Mowatt**
- d) **Communications and engagement:** Sheila reported that the brief had been circulated, discussed with Lawrie Hill and agreed following some minor changes. She said that both she and Lynn had concluded that in recent communications the Committee had not been "joined up" and that this had resulted in some issues raised. It was acknowledged that the Committee had not always been good at sharing actions/information and agreed that the new policy should remedy this. She highlighted the continuing concern about parts of the village community that never came to activities or events at the village hall and suggested that awareness of the Committee's interest in making the village hall all-inclusive should be raised. She noted that more people were using the hall overall than ever before.
- e) **Minutes Secretary:** Noted that Laura Aspinall was already doing voluntary work at a hospital. Carol was unable to speak to the Headmaster of Easingwold School because the relevant meeting had been cancelled. Philip agreed to write to the Headmaster at Easingwold School about a student volunteer.  
**Action: Philip Hewitson**
- f) **Open Afternoon:** Noted that attendance had been rather disappointing, although the preparation for the afternoon had been a useful exercise and had collated a good deal of information and useful promotional material. Debbie agreed to summarise the suggestions on activities. Philip said he would use some of the

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material/information generated to finalise the draft Business Plan for sign-off at the next meeting. It was noted that Bessie Fox had won the Husthwaite Quiz - Philip to arrange for the prize to be given to her.

**Action: Debbie Lewis-Green, Philip Hewitson**

- g) Community Awards:** Sheila reported that she and Barney Smith had been interviewed and that the Orchard Village Club had been shortlisted. The awards were on 17<sup>th</sup> March. The tickets for the award ceremony would go to Robin Walton Carol reported that the Parish Council had also been nominated

## 3. Financial Report

Overall, balances show total cash/debtors funds of £13,751.90 at the end of January 2016. Total Debtors were £100.00. The fund balances at the end of January showed a decrease from December's month end balances (£14,486.83) of £643.23 over the month. Hall hire income was £636.00 and net income from the Film Club (£211.54) and the Burns Supper (£506.63) supplemented this. There was a substantial outlay of £1,338.39 as part payment for the landscaping scheme undertaken at the beginning of the month. The budget performance for the first four months of the financial year showed a surplus against plan of £596. Event income and income from hall hire had been particularly strong, but this had been offset to some extent by higher than planned maintenance costs and the reimbursement of £275 to the Short Mat Bowling team.

## 4. Business Plan

See minute 2f above.

**Action: Philip Hewitson**

## 5. 'Club as a Hub' Programme

Robin Walton attended for this item and she outlined a proposal from Simon Pierce to develop Primetime as a 'Hub' club, which would be supported by North Yorkshire Sport (training and finance) to develop best practice delivery and a knowledge base to meet the needs and requirements of an aging population. It was agreed to support the proposal and for Stephen and Robin to obtain more information. Stephen agreed to circulate to members the details attached to Simon Pierce's original email dated 18<sup>th</sup> January.

**Action: Stephen Barker**

## 6. Building (development and maintenance)

- a) Hand wash Basin:** A wall mounted basin was now being costed and prices sought, which would avoid the need for a cabinet. Agreed to proceed on this basis.

**Action: John Ovenston**

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- b) **Warming cupboard:** Mick Barker has agreed to make a stainless steel cover for the warming cupboard.  
**Action: Sheila Mowatt to follow up with Mick Barker**
- c) **Bier House:** Problems with missing tiles currently being addressed by Stephen and Jeremy. Angie agreed to get a price for removing and replacing the rainwater hopper and drainpipe.  
**Action: Stephen Barker, Jeremy Walker, Angela Sibley**
- d) **Rainwater harvesting tank:** John has confirmed that Brian Hirst, Freewater will undertake fitting of new pump at the end of February.  
**Action: John Ovenston**
- e) **Superfast Broadband:** To be installed on 19<sup>th</sup> February.  
**Action: John Ovenston**
- f) **Maintenance checks:** John, Philip and Stephen completed the quarterly check and the annual check at the same time. The full schedule for 2016 is Jeremy - January, Gila - Feb, John- March, Sheila- April, Angie - May, Carol - June, Stephen - July, Jeremy - August, Gila - Sept, John - Oct, Sheila - Nov, Philip - Dec. Stephen agreed to circulate to members the annual and last quarterly maintenance report.  
**Action: All to note weekly maintenance rota, Stephen Barker to circulate maintenance reports**
- g) **Painting and decoration:** Noted that the walls, skirting, door surrounds and dado rail needed repainting in the main hall and that the soffits and porch lower timberwork needed respectively touching up and re-varnishing. Agreed to obtain quotations.  
**Action: John Ovenston**

## 7. Fundraising

Debbie confirmed that she had applied for £5,000 from North Yorkshire Reward fund to cover the cost of more comfortable chairs, including chairs with arms and the cost of the trainer and volunteer expenses for Primetime.

**Action: Debbie Lewis-Green**

## 8. Youth Club

Noted that the Youth Club would be running the Apple Tree Café - month(s) to be confirmed. Further incidents of poor behaviour were noted including throwing shoes onto the hall roof, trying to climb on the hall roof through a toilet window, 'free running' and throwing popcorn all over the hall during a film show. Noted that Village Hall Trustees were personally (jointly and individually) liable for any injury arising from poor supervision and control. Stephen agreed to speak to Gavin Kennedy about this.

**Action: Stephen Barker**

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## 9. Parish Council

Carol reported that Yorkshire Ventures had submitted a retrospective planning application for the pub. She also reported that comments on the Hambleton Local Plan needed to be submitted by 19<sup>th</sup> February.

## 10. Coming events and Diary bookings

Murder mystery- 27<sup>th</sup> February

Spring Market - 20<sup>th</sup> March

Aim for 1 planned event per month.

Sheila agreed to review the village web site and to remove old fliers.

**Action: Sheila Mowatt**

## 10 AOB

a) **Queen's Birthday Celebration:** There had been a number of requests for the Committee to arrange a village party to celebrate the Queen's 90<sup>th</sup> birthday - Events Committee to canvass organisers.

**Action: Sheila Mowatt**

b) **Financial Contribution from Events:** Sheila tabled a paper suggesting a financial target of contribution from events to better enable the Committee to run other free activities for the community. There was some discussion about how a scheme for offering a discount on ticket prices for elderly villagers who were on low fixed income might be applied. Sheila also suggested that some events might be badged as fundraisers for specific purposes. Agreed that Philip would 'sense check' the numbers in arriving at a target financial contribution for the Events Committee.

**Action: Sheila Mowatt, Philip Hewitson**

c) **Thankyou gift to John Ovenston:** Agreed that Debbie would arrange along the lines suggested.

**Action: Debbie Lewis-Green**

## Next Meeting

14<sup>th</sup> March 2016