

**MINUTES OF THE MEETING OF THE SAMPFORD COURTENAY VILLAGE HALL
MANAGEMENT COMMITTEE HELD AT THE VILLAGE HALL ON
WEDNESDAY 1st NOVEMBER 2017**

PRESENT: Chairman Anthony Morris, Deborah Taylor Morris, Ann Palmer, Ralph Squire, Marilyn Weeks, Rosemary Lowe, Sandra Harper, Tony Harper, Joy Tucker, Terry Bullworthy, John Palmer, Nicky Courage, Bob Tucker

APOLOGIES: Claire Weeks

CO-OPTION OF MEMBERS: AP and RS were co-opted onto the committee

MINUTES of the meeting held on 1st November 2017 were approved and signed by the chairman

MATTERS ARISING:

3.1 Accident book- nothing to report

3.2 Projector/screen funding-

3.3 Mariners Away- Adverts have been placed in Roundabout and OKE Links. Before JP puts the road signs up, TB will check whether New Inn are prepared to sell tickets in addition to committee members. On the night MW will run the draw, AM, DTM, JT and BT will be available to help. NC is available until early pm to help set up. Small tables with chairs to be set up in main hall and larger tables in meeting room for eating supper at.

3.4 Cleaning- a new cleaner has been appointed who will clean the hall on every 3rd Monday of the month in the afternoon. Following the 1st clean, an invoice has been received for the work carried out and a request made for various items which are required for future cleans ie mop, scourers.

3.5 Grand Summer Fete 2018- 16 June 2018. Emails to be sent to Marlin/SH re: working party meetings. Saturday am to be avoided as not convenient for some of those willing to help. Rita Bulworthy is happy to be involved but does not wish to be the driving force this time.

3.6 Kitchen Cupboard Equipment & Inventory- AM to do labeling of cupboards. TB may do inventory when time allows.

3.7 Shufflebones – 3 Feb 2018, 7.30pm, rock/rhythm & blues band. Will be charging £150.00. Ask SH to organise bar licence for the evening. JP to put road signs up and ask New Inn to be involved with ticket sales. TB to arrange advert in Roundabout/OKE Links and produce posters and tickets. Committee members to put posters up around the area. Volunteers for the evening so far are AM, DTM, JP, AP, NC.

Antartica talk- 20 Jan 2018, talk by Pam Kemp with slides, to be followed by soup and roll supper for £6.00 per person. Normally charges £35.00 to £40.00 for audience of 20 to 30 people. TB to arrange Roundabout/OKE Links advert and entry on website. Pam will require a screen for the evening. AM to ask Marion Pratt, TB to ask Malcolm Craig (church) if they have one we can borrow.

3.8 Review Bank Account- MW had enquired about alternative accounts and presented her findings to the committee. After consideration it was decided that the existing account would be retained and a request would be made to Lloyds Bank to add the facility of online banking.

3.9 Replacement mattress for skittles- MW will check to see if she has an old mattress.

SECRETARYS REPORT –

An invite had been received to attend the Devon Communities Together AGM on 16/11/17. As no one is available to attend, NC will send apologies.

TREASURERS REPORT –

Receipts- Table tennis £6.00, October bingo £38.51, TAP fund £964.48, hire £90.00, hire WI £20.00, tap dance £18.00, table tennis £6.00, hire £12.00, Red Lion quiz £173.20.

Expenses- loan repayment (Oct) £60.00, cleaning (Oct) £20.00, W.J. Morris & Son £129.92, M Weeks (reimburse cost of Henry hoover) £109.00, WDBC rates (Nov) £11.00, renew insurance £922.35.

The current bank balance is £4894.89.

MW asked NC to send a thank you to SCPC for arranging TAP funding.
MW questioned whether we should have a petty cash fund. It was felt that it was probably not necessary as items for events were normally paid for out of cash taken at the event, alternatively a cheque was written.

MAINTENANCE AND IMPROVEMENTS-

The shed still needs moving.
Quotes to be obtained from carpenters re: electric meter cupboard and making good the wall between meeting room and bar. AP to provide AM with details of carpenter she knows.
AM has someone looking at the work required on the car park on 2/11/17.
Malcolm and Nicky Craig have kindly donated a coat rail. NC to send a "Thank you".
Thanks were expressed to Bob Tucker for the painting carried out above the entrance lobby/bar door.

EVENTS AND LETTINGS-

In addition to the regular bookings, the hall has also been booked for Quiz and puddings evening 10/11/17, private booking 16 & 17/11/17, Mariners Away 25/11/17, Honeychurch quiz 1 December, Antarctic talk 20/1/18, skittles 27/1/18 and Shufflebones 3/2/18.

There will be no table tennis on 16/11/17 as the hall has been hired for another event.
Tap dancing will be taking a short break.
The flower club has asked if they can have a reduction in hire charge for next year as they will not be holding the usual plant sale. Following discussion, it was agreed that they were already getting a very good rate, so the charge would remain at £175.00 for the year.
Villages in Action have managed to secure funding, so may be up and running again in 2018.
Skittles on 27/1/18 needs to be advertised in Roundabout.

ANY OTHER BUSINESS-

AGM on 6/12/17 to be publicised. AP to advise NC who to write to re: representatives of organisations on committee.

JP submitted quotes to SCPC meeting on 21/11/17 re: request for funding of projector and screen. AM will speak further with M Pratt on this matter and will attend next PC meeting to hear reaction of council.

DTM has produced a Christmas quiz and has asked each committee member to sell 10 at £1.00 each before Christmas

The Village Hall Wedding Company – TB has composed an advertising piece for this and will send it to them.

AM has purchased a Dimplex over door heater for the kitchen while it was on offer and asked permission to go ahead with installing it at cost price. MW proposed he go ahead, seconded by DTM.

Date of Next Meeting- Wednesday 6th December 2017