

**MINUTES OF THE MEETING OF THE SAMPFORD COURTENAY VILLAGE HALL
MANAGEMENT COMMITTEE HELD AT THE VILLAGE HALL ON
WEDNESDAY 3rd JULY 2019**

PRESENT: Sandra Harper, Tony Harper, Marilyn Weeks, Nicky Courage, Bob Tucker, Ralph Squire, Mike Carpenter, Anthony Morris, Deborah Taylor Morris, Shirley Reddaway

APOLOGIES: Claire Weeks, Rosemary Lowe, Joy Tucker, Ann Palmer,

Minutes of the meeting held on Wednesday 5th June 2019 - MW proposed and RS seconded they be approved and signed by SH.

MATTERS ARISING:

3.1 Review accident book- nothing to report

3.2 Roof update- BT has asked S Blakeman for a progress report but has to date not received one. He will follow this up.

3.3 Committee room heating update- AM agreed to provide 3 quotes for supply only of additional heaters and in addition, a quote for the installation of these and the moving of existing heaters, as required by SCPC in order to fund the improvement. It was noted that time is passing fast and that soon the colder months would be upon us, so it is preferable that this is dealt with swiftly.

3.4 Cleaning- AP/JP this month

3.5 BBQ/Skittles- 10/8/19. BBQ with salads etc. SH to obtain bar licence. AM to stock bar. NC to purchase lemonade/coke/diet coke cans from Makro..

3.6 Hallmark- A sub committee meeting was held on 29/6/19. MW asked for help with updating the Health and Safety policy. MC suggested that D McClement would have the necessary experience to help produce this, and agreed to ask him.

It was agreed that signage around the hall should be updated and MW said she would look into the most cost effective way to do this.

3.7 Summer Ball 2020- It was agreed that a Summer ball would be a good idea for 2020, in addition to an event on the early May bank holiday (which has been moved to the Friday), to mark the 75th anniversary of VE day. DTM proposed that both events should take place and MW seconded this.

DTM will check with the caterers and band who were involved with the last ball, to see whether they would be available on a provisional date of 26/6/20. The last ball was an event to showcase the refurbished hall, and as such did not make much profit. If the event takes place in 2020, it was agreed that it would need to raise more significant funds to warrant the effort of organising it.

VE day event- It is hoped that this will be a joint event with SCPC, SCPCC and the Village hall committee. BT and MC advised that SCPC will support this event. MC will check with SCPC about cost to close the road in the square and any funding available to support the event.

3.8 Jesus Christ Superstar- It was agreed that St. Peters' Troupers could borrow 1 table for their production, but not until after 15th September, as there are several events requiring all the tables up to this point.

SECRETARY'S REPORT- An email was sent to SCPCC re: their representative on the Village hall committee, and in response Shirley Reddaway was appointed.

Annexe A of the constitution has been updated and a copy sent to the Parish clerk as requested. A copy of the constitution has been forwarded to MC.

A condolence card was sent to Ishbel Askew from the committee.

An email was sent to AM requesting a written quote for the heating improvements for SCPC's information.

TREASURER'S REPORT –

Receipts- Easy fundraising £17.05, whist (June) £75.00, hire (european election) £165.00, hire £22.00, table tennis £24.00, hire £41.00

Expenses- EDF (June) £39.00, loan repayment (June) £60.00, cleaning £22.00, Burridge printers £15.00

We will shortly receive the invoice for the fire extinguisher service.

Bank account balance £5444.37

MAINTENANCE AND IMPROVEMENTS- BT and MC have eased the committee room fire door. This is a temporary fix, as more needs to be done. BT will draught proof the committee room fire door.

BT/MC

EVENTS AND LETTINGS-

There are the usual weekly/monthly events.

- 8/7/19 Flower club event
- 2/3/4 Aug 2019 Private hire
- 10/8/19 BBQ/Skittles evening
- 24/8/19 Flower and Produce show
- 5/10/19 Australian talk
- 12/10/19 Diving for Pearls
- 8/11/19 Quiz and puddings

PUBLICITY REQUIREMENTS-
None. MW to email BBQ poster to everyone for distribution.

MW

ANY OTHER BUSINESS-

SH reported back from the Open gardens event. A total profit of £959.40 was made. 145 visitors viewed the gardens. Several people had commented that a map would have been useful. MC will organise this for next time.

MC

MC asked to borrow tables and chairs on 17/8/19 for a Grumpies event.

MC

AM has agreed to provide tables and chairs on 26/7/19 for an event in Exbourne. A donation will be made to the hall in return.

AM

RS asked if there will be a Christmas quiz this year. DTM agreed to organise this.

DTM

JT recently attended a Rural Futures conference. She has emailed a report to everyone of the topics covered. Notably, under insurance was discussed. MC agreed to assess the hall and provide a valuation for insurance purposes.

MC

Date of Next Meeting- Wednesday 7th August 2019