

**MINUTES OF THE MEETING OF THE SAMPFORD COURTENAY VILLAGE HALL  
MANAGEMENT COMMITTEE HELD AT THE VILLAGE HALL ON  
WEDNESDAY 1st AUGUST 2018**

<p><b>PRESENT:</b> Tony Harper, Sandra Harper, John Palmer, Ann Palmer, Marilyn Weeks, Rosemary Lowe, Nicky Courage</p> <p><b>APOLOGIES:</b> Claire Weeks, Bob Tucker, Joy Tucker, Deborah Taylor Morris, Anthony Morris, Ralph Squire, Terry Bullworthy</p>	
<p><b>MINUTES</b> of the meeting held on 4<sup>th</sup> July 2018. MW proposed and SH seconded they be approved and signed by TH.</p>	
<p><b>MATTERS ARISING:</b>JP will speak to AM about the letter to SCPC regarding the painting of the gate. It would be preferable if it were sent before the Parish Council meeting on 7/8/18.</p> <p><b>3.1 Accident book-</b> Nothing to report.</p> <p><b>3.2 Hallmark-</b> MW will organise a Thursday in October for the Hallmark assessment. The committee felt it would be better for DTM to attend the meeting, rather than give the bookings and bills to someone else, in case the assessors had questions to ask.</p> <p><b>3.3 Guttering and committee room heating update-</b> AM advised by email that the guttering has finally been delivered and that it would either be fitted by D McClement or other help by the end of August.</p> <p>AM has been unable to get the heating company representative to the hall by the end of July as stated, but will insist on a meeting within the next 2 weeks.</p> <p><b>3.4 Painting of Gate-</b> AM advised by email that he had collected a paint sample from Tim at CH Jones. It is Brunswick Green and will require a red oxide primer. The committee agreed to AM painting a small section of the rail and asked for a quote to be provided to pass on to the Parish Council. The paint is around £50 - £60 per 5ltr can and red oxide will also be required</p> <p><b>3.5 Tarmacing of car park-</b> This is taking place on 28<sup>th</sup>- 31<sup>st</sup> of August. The tap and yoga leaders will be informed this week re: parking elsewhere and access via front steps. NC advised that tap classes are taking a break until September, so will not be affected. It is important that no other bookings are taken for this period. Laminated signs advising that car park is closed to be produced and put at all entrances.</p> <p><b>3.6 Diving for Pearls-</b> NC advised that adverts have been placed in Roundabout, Oke Links and on the village website. Posters were distributed amongst committee members at the meeting and will also be emailed to committee members not at the meeting to be put up as per the poster list. Members of the band have also taken posters to put up. Tickets to be printed. There will be a raffle.</p> <p><b>3.7 Tedburn St Mary Community Choir-</b> 19 October 2018 at 7.30pm. Nothing new to report this month, but keep as agenda item next month.</p> <p><b>3.8 Lottery Return Certification-</b> this was signed by SH and TH, and will be returned by JP.</p> <p><b>3.9 Parish Council-</b> Nothing to report, as there has not been a meeting yet this month.</p>	<p>JP/AM</p> <p>MW</p> <p>AM</p> <p>AM</p> <p>NC</p> <p>NC</p>
<p><b>SECRETARY'S REPORT-</b> Further to last months discussion regarding claiming back VAT on works carried out on the hall, NC brought to the attention of the committee item 5 on the recent Devon Communities Together bulletin. Robert Jenrick MP is to meet with representatives of ACRE to discuss VAT refunds for improvements and alterations to village halls. Marion Pratt has emailed asking for help with refreshments at the Flower, Produce and Craft show and contributions of cakes/savouries. Is anyone able to help MW with August and September bingo ,as DTM not available?</p>	
<p><b>TREASURER'S REPORT –</b> <b>Receipts-</b> Private hire £38.50, Easy fundraising £15.11, yoga £24.00, table tennis £24.00, July bingo £30.00</p>	

**Expenses-** EDF energy (July) £59.00, loan repayment £60.00, DCT membership £50.00, float for flower show £360.00, cleaning (August) £20.00

Bank account balance £7932.55

£7584 is earmarked for the car park/ water main.

The annual return has been completed and returned to the Charity Commission.

Proceeds from the fete have not yet been received. SH and RL reported that at the last fete meeting it was agreed the funds could be released. MW will ask CW to check whether she can now release the cheques.

EDF have notified that unit prices will be increasing. The standing charge will remain the same. MW will ask EDF whether there is a better tariff for the hall.

MW has received a membership renewal pack from Devon Communities Together, but noted that they had already taken the £50.00 fee from the bank account, so will assume that there is automatic renewal (a point worth considering should we wish to cancel membership at any time).

MW had received an email from R Gant of Broadwoodkelly village hall, concerning a recent bill they had received from WDBC for waste collection. As SC village hall do not have waste collection, it is unlikely we will receive a similar bill.

**MAINTENANCE AND IMPROVEMENTS-**

There were no new entries in the maintenance log.

**EVENTS AND LETTINGS-**

The events diary was not available to review.

Pam Kemp has agreed to talk on Tibet: Monastries, Monks and Festivals on 19<sup>th</sup> January 2019.

A date for the next skittles evening to be discussed at September's meeting.

**PUBLICITY REQUIREMENTS-**

Produce flyers for Diving for Pearls and Tedburn St Mary Community choir to distribute at Flower, Produce and Craft show.

November Quiz and pudding evening to be put in September/October Oke Links.

JP/NC

**ANY OTHER BUSINESS-**

RL suggested that we needed to already be thinking of fundraising events for 2019. NC is willing to do Big Breakfast again and will check diary for suitable dates.

RS has asked MW to see whether anyone knows where his recycling box has gone. As no one knows where it is, SH will order a new one from WDBC.

**Date of Next Meeting-** Wednesday 5<sup>th</sup> September 2018