

**MINUTES OF THE MEETING OF THE SAMPFORD COURTENAY VILLAGE HALL
MANAGEMENT COMMITTEE HELD AT THE VILLAGE HALL ON
WEDNESDAY 2nd AUGUST 2017**

PRESENT: Chairman Anthony Morris, Bob Tucker, Joy Tucker, John Palmer, Ann Palmer, Marilyn Weeks, Claire Weeks, Tony Harper, Sandra Harper, Rosemary Lowe, Mel Grounds, Nicky Courage

APOLOGIES: Terry Bullworthy, Ralph Squire, Deborah Taylor Morris

MINUTES of the meeting held on 5th July 2017 were agreed and signed after noting that it was incorrectly reported that a payment of £2070.00 was made to Oaktree Occassions, in the Treasurer's report. It should have read Oaktree £1700.00. Also, the July business rates were £11.00, not £13.00.

MATTERS ARISING:

3.1

Accident book- this has been placed in a more accessible cupboard in the kitchen. There were no accidents to report.

3.2 Calendar- RL reported that the calendar will be ready for sale at the flower show on 19/8/17. 100 copies will be printed and sold for £6.00 each.

3.3 Fire training course- MW to email details of fire training course to AM.

3.4 Cleaning- Black sacks for the bins have run out. Email from A Voaden to be read out during secretary's report.

SECRETARY'S REPORT – Two "Thank you" cards were read out from John Askew and Gillian Townsend Green, thanking for the plant gift vouchers they had been given. The secretary reported that "Thank you" messages had been sent to those involved with the Ball and the painting of the hall. An email had been received from A Voaden advising that with effect from 31st August 2017 she would no longer be able to carry out the cleaning of the hall due to other work commitments. AM agreed to reply to this.

TREASURER'S REPORT –

Receipts – Ball (bar etc) £491.65, Murder/Mystery evening £441.14, Open Gardens £395.40, table tennis £6.00, July Bingo £33.17.

Expenses- Oaktree Occassions £1700.00, D Taylor Morris (alcohol for Ball) £217.63, July loan repayment £60.00 (15th payment- £900.00 currently repaid), Hatherleigh Players £154.50, EDF £18.00, WDBC August rates £11.00, A Voaden (August cleaning) £20.00.

Devon Communities Together have acknowledged receipt of the direct debit form for the annual subscription. £50.00 will be taken from our account around 10/9/17.

The current bank balance is £6717.74.

The profit on the Ball was £413.02 (receipts £2651.65, payments £2238.63).

There was a discussion about moving funds from the current account into a deposit account. However, it was felt that this was inappropriate at the present time, in view of the fact that the money will shortly be required to fund the installation of the new heaters, work on the car park will commence once quotes have been received and roof repairs are needed.

Maintenance and Improvements-

The dishwasher is usable but still needs the units either side adjusting in order to put the door on.

It was reported that screws on the tables keep coming loose. There are currently only 8 tables in the hall, of which 6 are very heavy and not easy for one person to carry and put up. AM will return remainder of tables by 15th in time for the Flower Show.

The shed has not been moved yet. AM to ask Bill when it will be convenient to move the shed and then arrange a team of 4 helpers (perhaps D McClement, M Morrisey, D Vickers, R Knapman). John Shields has offered to help with timber to reinforce the shed and blocks to support the floor from underneath.

Floor at end of bar needs repairing.

A plasterboard wall needs to be constructed and skimmed at the end of the committee room in preparation for the heaters being installed, as this will be the site of one of the heaters.

Quotes for the work required on the car park are to be obtained by the October meeting and an approach will be made to James McInnes for a grant in respect of this.

Events and lettings-

In addition to the regular bookings, the hall has been booked for private events on 26/8/17 and 15/9/17.

Flower and Produce show – SH requested donations of raffle prizes.

August Bingo- CW agreed to help MW this month.

A choice of 3 dates were given for the return of the skittles (30/9, 7/10 and 21/10). MW will organise this.

The next quiz and puddings evening is on 10/11/17.

It was decided that 25/11/17 would be the most suitable date for the Mariners Away event. AM to contact them to confirm this, then provide NC with details to arrange an advert in Roundabout as soon as possible.

There is an event at the Church on 28/4/18 and they have asked to use the village hall car park on that day.

Therefore no bookings/events should be planned for that date at the hall.

It was agreed that a Big Breakfast would take place again in April 2018.

JP has 3 or 4 possible events, which he will explore for future dates.

Village fete 2018- SH will ask Eleanor for suitable dates, then discuss with Church which to do.

Refurbishment- nothing to report

Any other business-

MW reported that there were 2 training courses being offered by WDCVS at Bridestowe Hall. The first was felt not to be of interest, but it was agreed that AM would attend the second one “Trustee workshop” on 27/9/17 4pm to 6pm. (Since agreeing this at the meeting AM has realised that he will not be available that day to attend, so is asking for someone else to attend).

It was suggested that if too many people volunteer to help at an event, the organiser will stand down any surplus helpers before the event.

Date of Next Meeting- Wednesday 6th September 2017