

**MINUTES OF THE MEETING OF THE SAMPFORD COURTENAY VILLAGE HALL
MANAGEMENT COMMITTEE HELD AT THE VILLAGE HALL ON
WEDNESDAY 5th DECEMBER 2018**

PRESENT: Anthony Morris, John Palmer, Ann Palmer, Marilyn Weeks, Nicky Courage, Bob Tucker, Joy Tucker, Terry Bullworthy, Tony Harper, Sandra Harper,

APOLOGIES: Claire Weeks, Deborah Taylor Morris, Rosemary Lowe, Ralph Squire

ELECTION OF CO-OPTED OFFICERS

RS, BT and AP were co-opted on to the committee. AP advised that she will stand down from the committee at the end of 2019, but will continue to help at events when required.

ELECTION OF CHAIRMAN

MW proposed and AP seconded that SH be elected as chairman.

MATTERS ARISING: None

5.1 Accident book- Nothing to report.

5.2 Hallmark- the meeting took place on 22 November and it is likely that we will have achieved Hallmark 1.

5.3 Committee room heating update- AM apologised for not having been able to pursue this in the last month.

5.4 Cleaning- SH and TH have cleaned this month. SH has purchased jumbo toilet rolls. JP and AP are next to clean.

5.5 Pam Kemp talk- will offer light refreshments on the evening. Poster has been sent to website. Advert in Roundabout and Oke links. JP will send poster to committee to print and distribute and 4 tickets per member to sell.

5.6 Tree planting- Pat Squire has been looking after a walnut tree which should have been planted in the grounds of the village hall in memory of Marguerite Pye. MW will collect tree ready for planting. After checking Marguerite's DOB, a plaque will be purchased, to be put next to the tree. SH will look into this.

SECRETARY'S REPORT-

Julie Carpenter has asked the committee to provide regular updates of "what's on" for the village website. Currently she is only aware of forthcoming events from Roundabout adverts and posters on the noticeboard.

Letters were sent to all 6 representative groups re: the AGM and their representatives on the committee. Replies were received from Malcolm Craig SCPC, Marion Pratt SCPC and Claire Weeks, Young Farmers, supporting their representatives. In the absence of any reply from the other groups, it is assumed that they also support their representatives.

TREASURER'S REPORT –

Receipts- Whist (Nov) £17.72, private hire £100.00, table tennis £24.00, quiz and puds £404.62, SCPC £58.00, yoga £12.00, bingo (Nov) £31.50, tap dance £28.00, flower club £235.00, hire Honeychurch quiz £15.00, skittles £92.01.

Expenses-EDF (Nov) £39.00, loan repayment(Nov) £60.00, cleaning (Nov) £20.00, electric meter £2.00, SWW £38.94

Bank account balance £3302.89

MW has received the annual electricity statement from EDF. AM asked for a copy to consider.

MAINTENANCE AND IMPROVEMENTS-

There were no new entries in the maintenance log.

The leaking roof requires urgent attention. AM to ask Mark Hedges to survey and advise on extent of work required.

TB noted that the overflow from the ladies toilet is still leaking and questioned whether the hall has a water meter (it does). TB will have a go at fixing this.

EVENTS AND LETTINGS-

In addition to the usual regular events, there will also be private hire 14/12/18, Christmas bingo 19/12/18, Pam Kemp talk on Tibet 19/1/19 and Big Breakfast 23/3/19.

JP advised that he had spoken to Jerry Hart who would be happy to perform at an outside event. JP will speak to him again and see which Saturday in July he would be available to perform alongside a BBQ.

PUBLICITY REQUIREMENTS-

TB suggested that there should be a standard format for all publicity posters, perhaps with a logo, so that the public would instantly know that it was a Sampford Courtenay Village Hall event being advertised. He will look into achieving this.

MW will email Julie Carpenter (village website) with details of Christmas Bingo.

TB will talk to DTM about listing event dates on the village website.

ANY OTHER BUSINESS-

AM suggested that Hallmark should be an agenda item every 2 months in 2019 in order to make progress towards Hallmark 2.

AP had received an offer from R Baker of a secondhand pellet boiler. After careful consideration the committee decided that it would not be appropriate for use in the hall. AP to provide NC with R Baker's details to send a letter to thank for offer, but decline.

JP reported that WDBC have road scalplings available which can be delivered at any point during the year. These could be useful for the car park, but we would require advance warning before delivery, in case of impact on any event.

MW has been asked if the skittle boards can be hired for a wedding on 24/8/19. The committee agreed to this and set a hire charge of £25.00.

Open gardens- SH advised that M Craig no longer wishes to be involved with the organisation of this event and therefore she requires a new helper.

SH will reserve a table at the New Inn on 6/2/19. The meal will replace the February meeting. Numbers will be taken at the January meeting.

Date of Next Meeting- Wednesday 2/1/19