

**MINUTES OF THE MEETING OF THE SAMPFORD COURTENAY VILLAGE HALL
MANAGEMENT COMMITTEE HELD AT THE VILLAGE HALL ON
WEDNESDAY 2nd MAY 2018**

<p>PRESENT: Tony Harper, Sandra Harper, John Palmer, Ann Palmer, Marilyn Weeks, Rosemary Lowe, Ralph Squire, Nicky Courage</p> <p>APOLOGIES: Claire Weeks, Anthony Morris, Deborah Taylor Morris, Bob Tucker, Joy Tucker, Terry Bullworthy</p>	
<p>MINUTES of the meeting held on 4th April 2018. MW proposed they be approved, NC seconded this and they were signed by TH.</p>	
<p>MATTERS ARISING:</p> <p>The committee agreed that AM should accept the quote for the car park improvements and arrange a start date.</p> <p>3.1 Accident book- Nothing to report.</p> <p>3.2 Summer Fete update- RL reported that everything was in hand. There are still tables available if any other organisations are interested. AP asked for clarification of charging for community tables. RL agreed to confirm costings with any interested parties. JP to contact Brian and Heather Aldridge to accept their offer of help with refreshments and to sell raffle tickets at the Fete. Next meeting 14/5/18.</p> <p>3.3 Hallmark- Having spoken to Martin Rich, MW advised that she would email a copy of the Hallmark requirements to the committee members before organising a suitable date for the assessment to take place. It will require several members of the committee to be present.</p> <p>3.4 Picture meeting 10/4/18- SH reported that following discussion at this meeting, the pictures/photos previously from the committee room, have now been put up in the new lobby. The Britain in Bloom certificates will be mounted in frames soon.</p> <p>3.5 Guttering- D Chapman has unfortunately been unwell and therefore unable to complete this task. However, he has agreed to complete the work by the end of May. AM will monitor this.</p>	<p>AM</p> <p>RL JP</p> <p>MW</p> <p>AM</p>
<p>SECRETARY'S REPORT – Nothing to report</p>	
<p>TREASURER'S REPORT – Receipts- April whist £37.00, table tennis £36.00, tap dance £36.00, hire £ £115.00, electric meters £127.00, April bingo £47.00, skittles £36.00.</p> <p>Expenses- WDBC bar licences (fete and Cosgrave & Banks) £42.00, cleaning (May) £20.00, rosettes (dog show) £53.20, rates (May) £10.83, loan repayment (April) £60.00.</p> <p>EDF have advised that the standing charge will be increasing from 18.09p per day to 23.28p per day. It may be necessary to review supplier again, although this has recently been done and proved to be no better at the time.</p> <p>MW has enquired about opening an account at TSB and found that they too require all trustees to provide their details and be subject to a credit check. MW asked everyone to consider over the next month whether they are happy to proceed with a change of account or not.</p> <p>MW is hopeful that having contacted James McInnes regarding funding from the Locality Budget for the car park improvements, that we may be able to secure some funds on completion of the application form.</p> <p>The current bank balance is £7707.42</p>	

<p>MAINTENANCE AND IMPROVEMENTS-</p> <p>The maintenance log was reviewed. There were no new entries. AM has produced new review log sheets, with an additional column (complete/in progress.) TH has put the photos/pictures up in the new lobby. The issue of the committee room heating not working satisfactorily is still to be addressed.</p>	<p>AM</p>
<p>EVENTS AND LETTINGS-</p> <p>As the events/hiring diary was not available, the committee discussed several upcoming events.</p> <p>Dog show 5/5/18. MW accepted the offers of help for this event and allocated tasks for the day. Donations of scones would be appreciated. Meeting room to be left clear at end of show, ready for yoga on Tuesday. Quiz and puddings 18/5/18. Donations of puddings required for this event. Cosgrave and Banks 22/6/18, SH to ask New Inn if they would be happy to sell tickets. Diving for Pearls 29/9/18- NC to check with DTM if this date is still available.</p> <p>Following the email received from Devon Communities Together, JP suggested finding out a bit more about the Tedburn St Mary community choir to see if a concert may be possible for a future event. The committee agreed that this would be a good idea.</p> <p>Hatherleigh Players have not confirmed anything for July, as they may now be doing their “Vicar of Dibley” in the church.</p> <p>Starting on Tuesday 8th May and every Tuesday thereafter, there will be Yoga from 6-7pm in the meeting room. AM has advised Marion of this in view of a possible clash if PC members arrive before 7.10pm for their meeting and also that there will be no tables set up for them. She does not see a problem with this. If PC need an early set up, we will ask Yoga to use main hall.</p>	<p>SH NC JP</p>
<p>PUBLICITY REQUIREMENTS-</p> <p>Cosgrave and Banks - we now have posters which need to be displayed. MW distributed copies to members. MW will put advert in Roundabout.</p> <p>Road signs for Quiz and Puddings to be put up after Dog Show.</p>	<p>MW JP</p>
<p>ANY OTHER BUSINESS-</p> <p>NC reported that AM has agreed to hire out the wooden chairs for a wedding in North Tawton on 26/5/18 for £1.50 per chair.</p> <p>It has been requested that the chairs in the main hall be stacked away before tap dancing on Thursday morning, as the full width of the room is needed.</p> <p>AP has expressed our interest in the Seamoor lotto and will forward any emails received regarding it, to the rest of the committee. As she is unable to attend the launch on 29 or 30th May, she asked if anyone else would be able to attend.</p> <p>The committee were pleased to say that they were able to close the meeting at 8.25pm.</p>	
<p>Date of Next Meeting- Wednesday 6th June 2018</p>	