

MINUTES OF THE MEETING OF THE SAMPFORD COURTENAY VILLAGE HALL MANAGEMENT COMMITTEE HELD ON ZOOM ON WEDNESDAY 2ND DECEMBER 2020

<p>PRESENT: Joy Tucker, Bob Tucker, Marilyn Weeks, Mike Carpenter, Nicky Courage, Rosemary Lowe, Rory Robinson, Lynn Robinson</p> <p>APOLOGIES: Sandra Harper, Anthony Morris, Deborah Taylor Morris</p>	
<p>ELECTION OF CO-OPTED OFFICERS- LR was co-opted on to the committee</p> <p>ELECTION OF CHAIRMAN- BT was elected as the new chairman. MC proposed, MW seconded this.</p> <p>SH -Vice chairman, NC- secretary and MW – treasurer, will continue in their roles. LR will take over from NC as Secretary during the coming year, once her house sale is complete. MC proposed and BT seconded this.</p> <p>MW thanked JT, on behalf of the committee, for all her hard work as chairman during 2020.</p>	
<p>MINUTES of the meeting held on Wednesday 4th November 2020 - MW proposed and MC seconded they be approved and signed by BT(when the committee next meet in person).</p> <p>3. MATTERS ARISING: RL was interested in the outcome of the Fruit Tree planting meeting. This is reported under item 12.</p> <p>RL asked whether a fee had been charged for the accountant’s report re: registering for VAT. It was confirmed that no fee had been charged.</p> <p>4. REVIEW ACCIDENT BOOK - Unable to check</p> <p>5 ROOF UPDATE - MC updated the committee with recent progress.</p> <p>Currently there are few grant options available. When the time comes, it may be more achievable to apply for smaller grants related to specific parts of the project, so MC has asked M Hedges to break down his quote (costings for each window, roof etc). MC is currently arranging several quotes for the large window.</p> <p>The opening of the bank account is still in progress.</p> <p>MC is planning on moving forward with the Just Giving page and text donations. David Botting Page is doing a sterling job on the roof committee and has a wealth of ideas to help raise the required funds. MC asked the committee for approval to approach David re: joining the Village Hall Management Committee. The committee wholeheartedly agreed.</p> <p>MC asked the committee how the strapline on the letterhead could be improved as not everyone was keen on the first draft. RR suggested that the addition of “much” would help the words flow better. A vote was taken and everyone was in agreeance that “Much more than a village hall” should be adopted. Both the Facebook and Twitter accounts are now up and running (managed by Kelly Vallence – Facebook and Martin Morrisey – Twitter) and their links will be added to all marketing, in addition to the new bank account details and Just Giving details. MC will update the new Chairman’s details on the donation letter.</p> <p>MC now has timber to construct the fundraising thermometers and will do this with the help of Dave Viggars. John Palmer has agreed to paint these.</p> <p>MC has spoken to Robert Pyle who suggests that an online auction would be costly to set up. He is willing to host a local auction when Covid restrictions are over.</p> <p>MC requested a budget of £50.00 to cover the first wave of postage and envelopes. The committee agreed this and MC will provide MW with receipts for reimbursement.</p>	

<p>MC is willing to approach residents face to face to ask for help with funding the project. RL will provide MC with a list of potential donators.</p> <p>6. VAT – This topic was finalised at the last meeting.</p> <p>7. MAINTENANCE SCHEDULE (including review of maintenance log) – MW hasn't checked recently for evidence of shrews, but will do so again in the next couple of days. The drainage grill by the new entrance requires attention. MC & BT will attend to this.</p> <p>8. HALLMARK – Nothing to report currently, but work is ongoing and another meeting between AM, MW and NC is required in the New Year.</p> <p>9. COVID – LATEST NEWS AND SITUATION – Latest guidelines received today which allow Santas Grotto to go ahead on 12th December.</p> <p>10. FACEBOOK PAGE - Kelly is keeping this up to date.</p> <p>11. CHRISTMAS CHEER REFRESHMENTS – NC to ask Dunn's if they could provide the milk and collate the shopping list for tea/coffee etc. JT will collect pasties from Luxton's on the day (MC will confirm the order with Luxton's on Monday). RR suggested that ½ pasties could be sold to children. MW will provide a float. Donations of festive cakes were asked for.</p> <p>12. FRUIT TREE PLANTING – A site meeting was held at the hall on 14th November with members of the Scensus committee and AM. AM was able to advise where drains are located and point out areas used for events. It was agreed that there was not really a large enough, suitable location to plant several fruit trees together and that perhaps they would be better planted in the Community garden on the village green. However, it may be possible to plant one native specimen tree ie Oak.</p>	<p>RL</p> <p>MW</p> <p>MC/BT</p> <p>AM/MW/NC</p> <p>NC/JT/MC</p> <p>MW</p>
<p>SECRETARY'S REPORT- NC had made preparations for the AGM by sending letters to the representative organisations as required and had received their responses. Adverts had been placed inviting parishioners to the AGM.</p>	
<p>TREASURER'S REPORT – Receipts- DCC Locality Budget Grant £2000.00 (this has to be spent by the end of March 2021). Local restrictions Support Grant (Covid -19) £1334.00 Sale of apple cakes £12.50 Donations to Roof-us £530.00</p> <p>Expenses- SWW £25.21</p> <p>Bank account balance £20,457.09</p> <p>There have been a couple of enquiries from people wanting to make a donation by BACS. MW has not received the most recent bank statement to check the amounts.</p>	
<p>EVENTS AND LETTINGS- Yoga will re-commence in January 2021. The only other booking that has been received is for the election next year.</p>	
<p>PUBLICITY REQUIREMENTS- None</p>	
<p>ANY OTHER BUSINESS-</p> <p>RL asked that we all start to consider events for 2021. NC said that at this stage it was too soon to say whether the Big Breakfast would be able to go ahead in March, but it could be held later in the year instead or a variation on a theme could be another option.</p> <p>There are 2 bands still willing to play when possible. An outdoor event for this might be the safest option.</p>	
<p>Date of Next Meeting- Wednesday 6th January 2021</p>	