

**MINUTES OF THE MEETING OF THE SAMPFORD COURTENAY VILLAGE HALL MANAGEMENT
COMMITTEE HELD ON ZOOM ON WEDNESDAY 3rd MARCH 2021**

<p>PRESENT: Bob Tucker, Joy Tucker, Marilyn Weeks, Mike Carpenter, Nicky Courage, Rory Robinson, Lynn Robinson, Rosemary Lowe</p> <p>APOLOGIES: Sandra Harper, Deborah Taylor Morris and Anthony Morris are unable to attend Zoom meetings.</p>	
<p>MINUTES of the meeting held on Wednesday 3rd February 2021 - MW proposed and JT seconded they be approved and signed by BT(when the committee next meet in person).</p> <p>3. MATTERS ARISING: none</p> <p>4. REVIEW ACCIDENT BOOK - Unable to check</p> <p>5. MAINTENANCE SCHEDULE (including review of maintenance log) – Unable to check log. Dave Viggars will repair the couple of holes in the meeting room floor in the next couple of weeks.</p> <p>6. COVID – LATEST NEWS AND SITUATION – restrictions will ease from May 17th 2021, allowing weddings and christening gatherings of no more than 30 people outdoors.</p> <p>7. ROOF UPDATE - MC updated the committee with recent progress.</p> <p>There has been another meeting of the sub committee.</p> <p>We have now registered online for the lottery grant. MC requested authority to name himself and MW as nominated trustees on the application. The committee agreed this.</p> <p>MC asked for comments on the Questionnaire that will be distributed throughout the Parish. RL asked that Cliston Lane be included. MW suggested that on Q1 “involved” be replaced by “attended”. JT suggested the inclusion of an opportunity for people to suggest activities/events for the future. It was agreed that posting questionnaires through letter boxes would be more time efficient than door knocking. MC therefore hopes that they can be delivered with SCPC chair’s letter, due to go out later this month. Responses can be returned either electronically or posted/handed back to MC.</p> <p>DTM only has details of previous hirers from 2019 onwards (approx 20-30), so there will not be as many of these to approach as had been expected.</p> <p>The Easter competition is soon to be rolled out.</p> <p>M Hedges has now quoted for a 3rd window to be replaced. If done at the same time as the other 2, it will significantly save money. MC had emailed the details to all committee members prior to the meeting for consideration and following discussion (and taking into account AM’s comments via email), it was proposed that a site meeting would be useful.</p> <p>One of the fundraising thermometers is now sited in the square and MC is hoping to ask M Wybrow if he would be happy for the other one to be sited opposite the New Inn, by their car park fence, where it will be very visible to passing traffic.</p> <p>8. BRAINSTORMING SESSION- It was agreed to discuss the ideas raised from this at a separate Zoom meeting on Wednesday 17th March 2021 at 7.30pm(same Zoom details as this meeting).</p> <p>9. INSURANCE- Our insurance company require that the hall is visited at least once a month to check for any problems. RR/LR currently visit twice a month to maintain the book stocks for the book stall. A log will be drawn up for everyone to sign when they visit and check over the hall, as proof, in case required at any point should a claim arise.</p>	<p>MC</p> <p>MC/MH/all</p> <p>MC</p> <p>All</p> <p>RR/LR</p>

<p>10. PUBLIC TOILETS ELECTRICITY- Having considered the suggestion to connect with the village hall supply (including AM's report), the committee agreed to reject the proposal.</p> <p>11. MUSIC EVENT- September 4th 2021 in MC's field. NC suggested that rather than just music, food and drink there should be other stalls, in line with a fete.</p> <p>NC to confirm date with 3 bands who are already willing to play and check with Marion P. about including the Humminbirds (who were originally booked for the VE day celebrations). MC to ask Rob Brown if his band would also be available. Suggestions of other bands would also be appreciated. Martin (Diving for Pearls) is willing to do sound for all the bands.</p> <p>MC would like Kevin C. and Martin to meet with him to confirm that the field will be a suitable venue.</p> <p>MW will check with our insurance company that we will be covered for an outdoor event.</p> <p>We will require a TENS licence for the event.</p> <p>BT suggested hiring Porterloos for attendees. BT and RL will get quotes.</p> <p>We will run our own food/drink stalls. Perhaps a BBQ.</p>	<p>NC/MC</p> <p>NC</p> <p>MW</p> <p>SH</p> <p>BT/RL</p>
<p>12. SECRETARY'S REPORT- Nothing to report</p>	
<p>13. TREASURER'S REPORT –</p> <p>Receipts- Amazon smile £15.93, donation Roof-us £40.00, donation Roof-us £35.00</p> <p>Expenses- EDF (Feb) £50.00</p> <p>Bank account balance £30, 619.93</p> <p>NC confirmed Big Breakfast had raised £315.65</p> <p>D Botting-Page has donated £10.00 from the sale of a bike</p> <p>MW has posted a letter of authority through Lloyds Bank's door to transfer £25k to the new Nat West account. So far this has not happened, so MW will chase this up.</p> <p>Discretionary business rate relief has been granted for the coming year.</p>	
<p>14. EVENTS AND LETTINGS-</p> <p>Curry night 26th March- NC/MV will produce 3 curry's of varying strength, rice & poppadum. In addition, there will be some point of sale extra's, including 48 chocolate brownies kindly donated by a friend of Moira's to help raise extra funds. MC/BT will create a ply wood Easter bunny (approx 1ft tall) to stand behind a basket of the brownies. JT/BT, LR/RR, MW, MC/JC offered to help prepare and on the night.</p> <p>LR suggested a takeaway ice cream sundae event. JT requested recyclable containers/cups be used. MC will check to see if the Easter egg trail is still scheduled to go ahead on Good Friday and whether the ice cream sundaes could link in with this event.</p> <p>7th May -election</p>	<p>MC/BT</p> <p>LR/MC</p>
<p>15. PUBLICITY REQUIREMENTS- None</p>	
<p>16. ANY OTHER BUSINESS-</p> <p>JT has spoken to Marion and Bill re: asking Sue whether in the future it would be possible to use</p>	<p>JT</p>

<p>her field for an outside event. Although we have no answer yet to this, Marion and Bill have offered their own field for events. JT will see whether it could be used as an overflow car park for the Music event.</p> <p>MC understands that some local halls are offering a rent free/offer period to hirers to encourage them back in. RR suggested there should also be a different rent structure for profit making and community groups. Include as agenda item for next meeting.</p> <p>A wooden picnic bench set has been donated to the hall. NC to send a thank you. RR suggested that perhaps the grumpies could make some more as they would be a really useful addition.</p> <p>LR was keen to get the Come by and Chat event off the ground and set the first date on 26 June 2021.</p> <p>NC suggested printing a 2022 village scenes calendar, which if produced early enough, could be sold to guests staying in B&B's/self catering accommodation in the village, as well as to locals. RL thought that notelets and postcards may also be a good idea. MC is aware of a new Sampford Courtenay resident who is a photographer and offering to raise funds for the roof through her work. MC will follow this up.</p>	<p>NC</p> <p>NC/RR</p> <p>MC</p>
<p>17. Date of Next Meeting- Wednesday 7th April 2021</p>	