

**MINUTES OF THE MEETING OF THE SAMPFORD COURTENAY VILLAGE HALL
MANAGEMENT COMMITTEE HELD ON WEDNESDAY 7TH JULY 2021 AT 7.30PM**

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| <p>PRESENT S Harper, J Tucker, M Carpenter, B Tucker, M Weeks, N Courage APOLOGIES R Lowe, R Robinson, L Robinson</p> | |
| <p>MINUTES of the meeting held on Wednesday 2nd June 2021 - SH proposed and MW seconded they be approved and signed by BT</p> | |
| <p>3. MATTERS ARISING:</p> <p>Booking Secretary- MW is only willing to act as booking secretary temporarily. MC will ask RR if he will take on the role until such time that a permanent replacement can be found.</p> <p>Photo competition- the photos that have been submitted will now be judged by Tanja and a selection made for the calendar. NC will proceed with arranging printing of the calendars. The committee agreed that Burrige Printers would be used for the printing and that 200 should be printed.</p> <p>Tree Removal- MC will arrange for Nick to remove the tree and chop logs ready for us to sell. The committee agreed to pay £100.00 to complete the job. MW will ask David if he will remove the smaller brush.</p> <p>Hall Pricing Structure- deferred to next meeting as not enough Trustees present</p> | <p>MC</p> <p>NC</p> <p>MC MW</p> |
| <p>4. Maintenance schedule (including review of maintenance log)- Bob and Mike have repaired trim around the kitchen windows, secured the wobbly sink and siliconed around the dishwasher.</p> | |
| <p>5. Review Accident Book- Nothing to report</p> | |
| <p>6. Roof Update- The lottery application has been submitted. Also, entry into the Communities Buildings Project prize draw. The windows are currently being installed and should be finished by the end of the week. MC has been keeping photographic and video records of the installation for future interest. The committee will get together for a big clean up once installation is complete.</p> | |
| <p>7. Feedback from Come Buy and Chat 26th June- It was agreed that £150 raised in just 1 hour was a great result and that the event should be repeated. The stocks of pre-loved bric a brac and books should be sorted so that the same items do not go out at every event. Previously it had been suggested that a produce market could be linked to this event, so JT will advertise for local producers to come forward to sell their produce.</p> | <p>JT</p> |
| <p>8. News from Roof-Aid sub committee- as the latest government announcement relaxes restrictions further there is no reason why this event cannot go ahead. NC is gathering a list of willing helpers for the day. The line up of musicians will mainly be bands/artists of 6 or less, as larger bands have been unable to rehearse to date due to restrictions. Bondleigh Barn Band will not be able to play at this event but are keen to be involved in a future event, once rehearsals and prior commitments have been met. NC will collate a running order in the next week or so. MC to speak to M Dennison Smith re car parking. MW will also check to see whether their field would be available</p> | <p>NC</p> <p>MC</p> <p>MW</p> |

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| for car parking. | |
| <p>9. BBQ 24th July- It was agreed that children should pay a reduced price of £5.00 (JT to update this on the website). RR has obtained a TENS licence for this event. BT to ask AM if he will run the bar. It was suggested that the stock in the drinks cupboard should be audited (as things may now be out of date) when the committee come to clean the hall. SH and MW will prepare a good quantity of onions to accompany the burgers/sausages. MC suggested a skittles competition on the night. JT will arrange advertising on website, facebook etc. NC to ask LR if she could produce a poster.</p> | <p>BT/AM</p> <p>SH/MW</p> <p>JT</p> <p>NC/LR</p> |
| <p>10. Harvest Cream Tea- 29th August. In Marilyn's field if weather dry, otherwise indoors at hall. There will be straw bales to sit on and hopefully a few old tractors/machinery to look at. Afternoon tea £10.00/cream tea £5.00 will be ordered and prepared in advance, then collected from the hall and taken over to the field. Drinks could be served in the field, using the new flasks. The food will be presented in a takeaway box, with a wooden knife/spatula for spreading jam and cream. NC will look for best value on boxes and knives on internet.</p> | <p>NC</p> |
| <p>11. Treasurer's Report-</p> <p>Expenses- Bulb (electric) June £44.36, audit fee £46.20</p> <p>Receipts- Easy fundraising £54.35, Amazon Europe Core £13.47, Just Giving £116.72, Just Giving £9.61, Flower stall £30.00, Just Giving £116.52, Just Giving £204.20, Hire (Chris Pratt) £112.00, donation (Garry's run) £10.00, Come Buy and Chat £150.00, A Chapman donation £50.00</p> <p>Bank balance £33683.17</p> <p>(Nat West £27612.49 Lloyds £6070.68)</p> <p>MC asked MW for the up to date figure for the Roof-us thermometer.</p> | |
| <p>12. Events and Lettings- MW has received a booking from Into the Dark for 28/8 but is now thinking that we should have the hall available to set up for the Harvest tea, in case of inclement weather. She also asked for the committees opinion regarding the late finish of their event. There was concern regarding noise from cars going through the village at such a late hour. MC will pass on the concern to the organiser and also ask to change the date to a Friday rather than Saturday.</p> <p>In addition to the usual yoga, tap dancing and table tennis, the WI will be holding an outdoor meeting on 8/7, Summer BBQ 24/7, SCPC meeting, provisional christening booking 7/8, Harvest tea 29/8 Exbourne choir 9/9.</p> | <p>MW</p> |
| <p>13. Publicity Requirements- Summer BBQ, Harvest tea and Roof Aid all need to be advertised on village website and hall facebook page. Harvest tea and Roof Aid to be advertised in next Roundabout and Oke Links. Posters to be created and displayed for all events.</p> | <p>JT</p> |

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| <p>14. Any other business- A cleaner still needs to be found. JT will place an advert on the website and facebook. SH will check the adverts in NT Post Office window for cleaners and contact them if suitable.</p> <p>NC reported a nail in the meeting room floor which is a potential trip hazard. MC removed it immediately after the meeting. SH asked whether any more thought had been put towards a Summer Ball next year. If it is to go ahead, then the caterers need to be re-booked soon. BT will ask AM for his thoughts on this. Make this an agenda item next month.</p> <p>JT suggested that we run a Pumpkin Trail again in October. Make this an agenda item next month.</p> | <p>JT/SH</p> <p>BT/AM LR</p> <p>LR</p> |
| <p>15. Date of next meeting- Wednesday 4th August 2021</p> | |