

Minutes of the meeting of Sampford Courtenay Village Hall Management Committee held on Zoom on Wednesday 7th April 2021

<p>Present: Bob Tucker, Joy Tucker, Nicky Courage, Mike Carpenter, Rosemary Lowe, Rory Robinson, Lynn Robinson Apologies: Sandra Harper, Deborah Taylor Morris, Anthony Morris are unable to attend Zoom meetings. Marilyn Weeks.</p>	
<p>Minutes of the meeting Wednesday 3rd March 2021: NC proposed and RR seconded they be approved and signed by BT (when the committee next meet in person)</p>	
<p>Matters Arising: The plant stall has reopened as of 1st April. LR Okehampton Links- JT explained the need for preparation in advance for advertising events. Hopefully this will begin to be more possible.</p>	JT
<p>Review Accident Book: none reported.</p>	
<p>Maintenance schedule (including review of maintenance log): Hall floor has been repaired by Dave Viggars - need to email thanks. Temporary fencing has been put around ailing tree by car park.BT. MC is waiting for tree surgeon to come and look at it. RL - one branch looks dead and should be removed. Also knows someone who could look at it if other source fails. BT and RR to take a look at branch with a view to removing it.</p>	LR BT/ RR
<p>Covid- latest news and situation: debated whether it would be possible to meet in the hall for the next meeting. LR and RR were unsure and will investigate further. Discussed having next meeting outside if weather permits. From May 17th up to 30 people can meet inside.</p>	LR /RR
<p>Roof update: MC- money raised from the curry night , Easter Sunday Sundaes and plant sales has taken funds to £30,000. The deposit has been paid for the windows and the carpenter has started making the frames. Hopefully the windows should be replaced in the next couple of months. The Roof-Us competition has provided photos, poems and paintings to support the Lottery application. Veronica Matthews won the adult prize and Percy the children's, judged by Roof-Us. Publicity for this is on the website and Facebook. The Lottery application is being pushed forward by the team involved.</p>	
<p>Update to Hiring Agreement: A model hire agreement was sent through. MC suggested this needs to be reviewed when the committee can all meet together. JT- will send round a copy again for everyone to look at. RR- raised that there is a misconception about the cost of hiring the hall and therefore including a 'from' price in advertising would encourage more enquiries.JT- needs a list of prices to add to publicity which can be obtained from DTM. RL- agreed it is important to advertise the cost , particularly as it is low for such a good size hall when compared to other local venues. The cost should be reviewed at the next meeting .</p>	JT LR

<p>Possibility of installing a climbing wall on VH property: DTM and AM emailed their strong objections to this proposal. NC, MC, LR, RR- worried about implications of unsupervised use, insurance implications. RL- would lead to a rise in insurance. RR- groups of children could be attracted to the site with no supervision. It was unanimously agreed that the committee were not in favour due to concerns over Health and Safety and insurance implications. An email will be sent to the Parish Council to confirm this.</p>	LR
<p>What to do with the garden waste heap: BT: includes a large branch from the ailing tree which Janet Palmer has said she would be happy to take for fire wood. RL, BT and LR agreed this would be a good idea. BT, RL suggested it might be a good idea to leave the remaining waste to rot down naturally. MC suggested asking the bug man who is coming to give a talk for ideas.</p>	MC
<p>Ailing Tree: see Matters Arising</p>	
<p>Plant Sale 22nd May: JT reported that Fredrik Svedang had suggested a table top sale might be a good idea. LR- reported that Veronica Matthews had suggested a similar idea along the lines of Roof-U's reloved. Maybe these could be combined with a plant sale on the 22nd. RL wondered if it might be better to wait to ensure a good attendance. MC- people will come as they are used to Hands, Face, Space now. RR- to check Gov guidance and see if its feasible at this time. It was suggested that Veronica be asked to lead this event with a band of supporters from the committee. LR will speak to Veronica Matthews.</p>	RR LR
<p>Feedback from Curry Night and Sundaes: MC- lots of positive feedback. RR- raised a lot of money and shows the importance of bigger ticket events for fund raising. NC- suggested doing another event at the end of April. Chilli night on 30th April with £10 ticket, preordered 6- 7.30pm in 5 minute slots. JT to advertise in Roundabout. NC- raised lack of attendance at events by residents at The Beeches and outlying areas. MC- could we do pop up events there? RR- raised that they didn't attend when the cake sale was held there last year. Suggested we could leaflet drop through doors as a trail.</p>	JT RR
<p>Secretary's Report: nothing to report.</p>	
<p>Treasurer's Report: no report.</p>	
<p>Events and Lettings: BT- raised idea of Open Gardens and Fete. MC suggested it could be put on the Parish Council open meeting agenda. JT to contact Malcolm Craig for a list of people who have opened gardens in the past to see if they would be prepared to do it. NC- refreshments are usually in Church Rooms which would not be possible due to Covid. Maybe each garden could host some refreshments. BT will look into this. JT to let Fredrik Svedang know it has been discussed.</p>	JT Bt

<p>Publicity Requirements: BT- previously talked about free sessions for groups using the hall to encourage people back. MC- good idea as money has been given back from Tax. Agreed that regular hirers be given 1 free weekly session for a month. Needs to advertised in Roundabout and on the website. DTM has a list of regular users so LR will contact her to obtain this and let them know. April 30th- Chilli Night. Event on 22nd May will need a name - discuss with VM. June 26th - Come, Buy and Chat.</p>	<p>JT LR</p>
<p>Any Other Business: John Friend had queried if Gift aid could be claimed on donations. BT to talk to MW.</p> <p>Sophie Price had emailed JT suggesting ‘Give as we Live’. JT to email link for all to look at.</p> <p>RR- raised need to properly equip the kitchen. NC to source a list of basic equipment needed for big events- suggested Charity Shops could be a good source. Also SH had notified NC that Malcolm at The New Inn has equipment for sale for a donation. Agreed that a group from the committee will go to investigate and buy if useful.</p> <p>RR- the Hall needs a good clean before reopening properly. BT will check with Anthony about cleaner. If not available committee may need to do this and start a rota. NC- new equipment is needed eg. mop. MC- suggested Tracey in the village may be able to take on cleaning. NC will talk to her about this.</p> <p>NC- September 11th music event. Would be useful to have a sub-committee to plan this. There are 5 or 6 groups ready but need to work out timings. Jim at Glebe House used to work in events and is happy to help out. MC and RR will also help out and KC. NC will convene. Need to check out insurance with MW and performance legislation.</p> <p>Easy Fund raising- £48.15 which is best month so far. A payment of £36 should be in the bank account for December 2020.</p> <p>NC- Contacted Burrige Printers about calendars but this needs to be tackled quickly. MC- tea towels and postcards might also be good in Holiday Lets in the Village.</p> <p>MC- need to invite Amy Squires to the next meeting if it is a face to face one.</p>	<p>BT</p> <p>NC</p> <p>BT</p> <p>NC</p> <p>LR</p>
<p>Next Meeting: Wednesday 5th May 2021</p>	