

Minutes of the meeting of Sampford Courtenay Village Hall Management Committee held on Monday 2nd August 2021

<p>Present: Bob Tucker, Joy Tucker, Nicky Courage, Rory Robinson, Lynn Robinson, Marilyn Weeks, Sandra Harper. Apologies: Deborah Taylor Morris, Anthony Morris, Rosemary Lowe, Mike Carpenter.</p>	
<p>Minutes of the meeting Wednesday 7th July 2021: MW proposed and SH seconded they be approved and signed by BT.</p>	
<p>Matters Arising:</p> <ul style="list-style-type: none"> - Booking Secretary: RR agreed to take on the role from 1st October. MW has the booking diary and DTM lettings forms. - Photo competition: This has been judged. NC has delivered the photos to the printers. LR will send winners an email to let them know which of their pictures are being used. Pricing for 200 is £1.98. They will sell for £7.50 each. JT suggested an image of the front cover is added to the website when they are ready for sale. - Tree removal: This has been done. There are a pile of logs which can be sold. MW suggested Janet Palmer may want them. SH will ask her. - Hall pricing structure: RR suggested it would be better to price by the hour rather than per room. SH asked what if both rooms are let? RR suggested that this is rare and can be dealt with if it occurs. £10 per session for yoga and tap as this is for villagers, with a gradual increase of £1 per year on the present fee. A discount could be offered for whole year/ regular bookings. A whole day rate could be £20 x 12. BT asked if we know what other halls charge? RT suggested this is found out. RR suggested pricing could be different for people living in the Parish. RT suggested the outdoor area is an asset and should be advertised. Advertising needs to be reviewed and should include pictures. RT suggested we aim to attract people from further away. This will be discussed at the next meeting. It was suggested there should be no charge for wakes for local people. Pricing should be reviewed annually at the AGM. JT emphasised that work needs to continue on organising a variety of events to attract different people. <p>RR will set up an email address for Booking Secretary. RT suggested a small website could be set up with pictures, a floor plan and details of facilities.</p> <p>RR will draw up a provisional price list for the next meeting.</p>	<p>SH</p> <p>RR</p> <p>RT/ RR</p> <p>RR</p>
<p>Maintenance schedule: No reported issues.</p>	
<p>Review Accident book: No reported issues.</p>	
<p>Village Hall trustees declaration of interests: BT was concerned about the use of people the trustees know to carry out work. Such work has been of great benefit to the VH and has often been carried out at below the going rate for the job, but BT was concerned that there should be no opportunity for anyone to suggest impropriety in the process. RT suggested that this was okay as long as pricing is competitive. MW explained large jobs are always put out to tender and 3 quotes obtained. The committee decided this was being handled correctly.</p>	

Roof update: None was given as MC couldn't attend the meeting.	
Feedback from the barbecue 24th July: This was felt to have worked very well with very good quality food. RT suggested that advertising needed to explain the food better next time to sell it more, as it was much more than burger/ sausage baps. RR suggested that it might be a good idea to sell tickets for an up front payment. It was discussed as to how payments could be taken. RT suggested tickets be numbered and this used as a BACS reference. People could also pay cash to those selling the tickets. It was suggested this is trialled for Roof aid event. MW will send out an email with the BACS details.	MW
News from Roof aid sub committee: The line up has been sorted: Sampford Courtenay stompers, Mia, The Humming Birds, TNT Blues Collective and Diving for Pearls. Kevin and Martin will sort out the music and sound desk etc. Car parking will hopefully be in Mick Dennison Smiths field - MC to sort this. Will need to suggest people bring torches in the advert and borrow high vis jackets from the Parish Council- BT to ask. Cars will need to come in from Sampford Chapple to park- again this will need to be advertised. MW has some car park signs. John Palmer will need to put signs on the main road for this and the Harvest Tea. RR is organising the barbecue. There will be a cream tea tent, ice creams, cakes, tea and coffee. Usherette trays will be used to sell snacks like pizza. RT, MT and SH will work the bar. RT suggested getting a keg but will check numbers first. RT will investigate the Taw Valley Brewery. First 3 acts will be outside, then move into hall from about 6.30. Jim is sorting out the stalls and side shows. Tombola will be £1 a ticket with every ticket a winner. Need to collect food and drink items for prizes- Jackie Hedges will collect. SH will ask the New Inn if they will sell tickets.	MC BT RT SH
Harvest Cream Tea 29th August: NC is sourcing boxes and containers. JT is taking phone orders and secretary emails. Choice of cream tea £5 or afternoon tea £10. LR to let SH know how many pasties are needed on the Wednesday before. Tea and coffee will be served in the field. Meet at hall at 1.30pm on the day to make sandwiches etc.	NC LR
Pumpkin Trail: 30th October was agreed. JT will put it into diary.	JT
Summer Ball: Agreed date of Friday 24th June 2022. BT to ask AM if he wants to be involved.	BT

TREASURER'S REPORT FOR August2021

EXPENSES

Bulb (electricity) July - £44.36
Farmer Luxtons(meat for BBQ) £83.64
Mark Hedges (windows) £13422.52
A. Morris (reimburse purchase of bar stock) £242.72

RECEIPTS

Just Giving - £78.28
Text Giving - £8.99
Restart Grant(Covid) £8000.00
EDF refund £123.82
Carpet sale £10.00
Footspa sale £5.00
Sunloungers sale £ 15.00
Donation(R&J Bevis BBQ) £20.00
Sale of tomatoes/ cucumbers BBQ £7.00
Table tennis hire £9.00

Balance at Bank - £28067.02
Lloyds Bank - £14349.41
NatWest - £13717.61

Donations to Roof- us £43,824.24

Events and Lettings:-

- The Parish Council have booked the hall for its future meetings.
- Tap Dance Thursdays.
- Christening party
- WI 2nd Sept 7-9pm
- Yoga on Wednesdays from 9th June 6-7pm
- Into the dark
- Table tennis Wednesdays
- Exbourne choir Thursdays 7- 10pm from 9th Sept.
- Flower Club September to September- usually get a discount
- 11th Sept Roof-Aid
- 18th Sept Come, buy and chat.

<p>Publicity Requirements:</p> <ul style="list-style-type: none"> - Posters for Harvest Tea and put on Face book. - Update details for Roof-Aid and pass to JT - Put Come, Buy and Chat, Pumpkin Trail and Summer ball into diary. 	<p>LR NC JT</p>
<p>Any Other Business:</p> <ul style="list-style-type: none"> - MW to look at Loneliness Grant from Devon Council - NC- need to arrange an event in January/ February with the Hummingbirds. Maybe a 40's night. Will need to price accordingly to cover their fee. - Need to look at organising Thai Rescue talk. LR to contact Moira Viggars. - Nc to contact Pam Kemp with regards to a talk. - Talked about grant Applications and whether it would be useful to give 1 person responsibility for this. 	<p>MW LR NC</p>
<p>Next Meeting: Wednesday 1st September 2021 in the hall.</p>	