

Minutes of the meeting of Sampford Courtenay Village Hall Management Committee held on Wednesday 1st December 2021

Present: Bob Tucker, Joy Tucker, Sandra Harper, Nicky Courage, Mel Thompson, Roger Thompson, Philip Collins, Mike Carpenter, Rory Robinson, Lynn Robinson, Anthony Morris, Marilyn Weeks.

Apologies: None received.

Minutes of the meeting Wednesday 3rd November 2021: SH proposed and RR seconded.

Matters Arising:

- **£370 from Ralph Squires-** AM suggested that Ralph liked benches and this may be a good way to spend the money. This was agreed by all and RR will research a bench. RR
- **When was the last fire assessment?** - MC- This was carried out in September and an active fire risk is carried out monthly. The Fire Service no longer do this. RT asked how we know we are compliant. MC gave his assurance that according to the assessment he undertook in September the Village Hall is fully compliant. MC explained he had recently done a webinar but that Martin Rich at Devon Communities Together could give advice at any time. RR
- **Flower Club Tables-** AM had contacted Exbourne and we can't get any more from them. JT suggested that the money from Ralph Squires could be used for this. RR will research to find a price for suitable tables. AM

Maintenance Schedule: AM explained the PAT testing had been done. AM will replace the light fittings that are not working in the small hall .

Review of accident book: nothing reported.

Roof Update: The sub committee met recently. Questionnaires about the hall are to be sent out in the next couple of weeks and some will be put in Exbourne shop, North Tawton and Bondleigh to extend coverage. How we engage and get feedback from people is important. It would be good to take pictures and give out feedback forms at events. RR explained copies of the feedback form will need to be readily available. RT explained there is an emphasis on multimedia- video, audio clips - all add to the bid. JT suggested children could do a 'Why I love Sampford Courtenay Hall'. RR suggested children could use their parents phones to do a child's eye view of Christmas Cheer. LR suggested a big piece of paper could be provided for children to draw or write what they really liked.

MC explained it's important to follow through any suggestions that are made and suggested this could be added as an agenda item. LR said she would need to know at least a week before the meeting of any suggestions to be added to the agenda. LR/MC

MC said a business plan was needed incorporating a 5 year plan and could a RT

working party look at this?

MC explained it would be good to have a Children's Champion to talk to about children's role in any events. He suggested Helen Cunningham who is happy to be involved via email. MC will contact Winkleigh Young Farmer's to see if someone will be willing to join the committee. AM suggested that again email contact might be preferred. RR suggested contacting Exbourne Choir.

MC explained that a profile of each committee member was needed for the application- 2 paragraphs of relevant experience and skills , with a photo by mid January.

MC suggested a large banner for the road and Hall to highlight what is being done to raise money. AM suggested this might have little impact unless linked to a particular event. LR questioned the cost of these items. MT and AM suggested this could be dangerous as it will distract drivers by the roundabout. MT suggested maybe the pub carpark might be a better site. MC is to get quotes and develop a clear idea of placement.

Feedback from Come, buy and Chat 20th November: £63 and £40 for calendars was raised. A good turnout despite the speaker not turning up. It was agreed to invite Martin Rich back for the next event on 15th January. RR and LR will coordinate. Future events will follow a coffee morning format.

Games Afternoon: a new event. Has been advertised.

Craft and Chat: 2 meetings have been held and well received. Will run on every 2nd and 4th Thursday.

Curry Night: The curries are ready. Someone from Jacobstowe has offered to help with side dishes. Posters will be distributed soon. Will be pre-ordered and can do 96 servings.

Barn dance: RR and LR met with Liz Crisp. A caller called Jeremy Childs has been booked for 12th March. He will cost £200. 50 tickets at £10 each to include hot dogs and salad and cake. A bar will be run with a full licence. 7pm arrival for 7.30pm start.

Jubilee Events: A non fund raising event. Main event is a meal. The sub-committee will report back as soon as more details are known.

Any other business:

- RT- dog training can be a taster session at 50% of normal fees. Dogs will be involved and at least 4 people are needed for it to run. Cost would be £5 per dog. RT will attend to ensure necessary cleaning up occurs. Possible dates need to be discussed. RT will contact to arrange.
- JT- Paul Crisp will get back soon to arrange dates for a talk.
- Bookings: Council 7th December, Christmas Cheer 11th December and regular bookings as normal.
- JT will circulate details of Villages in Action to the committee.

LR

RT

JT

PC/BT

- LR- asked if it would be possible to get the Hall a post box for mail deliveries. PC has one that can be used and BT will fit it.
- RR will show Gladiator for the Grumpies and partners on 25th February 2022 at 7pm. 40 tickets at £5 with donations for drinks and choc ices.
- AM has quoted for the changes to the exit signs and light switches. LR will email this to everyone.
- AM and MC met with a plumber who will prepare options to upgrade the toilets. He will break down the quote into various parts. AM will draft a scope and send to LR who will pass on to MP to ask for a grant from the Council.
- AM a sub committee meeting will be held about the Summer Ball soon.
- MC £150,00 is the new quote for roof repairs. We will therefore need an extra £24,000. It may be possible to up the lottery bid slightly. The job is being re tendered to 3 people and hopefully quotes will be in by the end of March.
- SH explained there is usually a meal for the Committee, Partners and helpers at the New Inn. The committee will compile a list of helpers and discuss this at the next meeting.
- NC- The Big Breakfast will be on March 5th 8.30 -10 am eating in the hall.
- NC explained the hall front door has been left unlocked on at least 2 occasions recently. JT will email hirers to ask them to double check they have locked up.
- The smaller cupboard on the far left in the main walk in cupboard needs clearing. RT and RR will do this.

LR

AM/LR

JT

RT and RR

Date of next meeting: Wednesday 5th January 2022