

Minutes of the meeting of Sampford Courtenay Village Hall Management Committee held on Wednesday 5th January 2022

Present: Bob Tucker, Joy Tucker, Sandra Harper, Nicky Courage, Mel Thompson, Roger Thompson, Rory Robinson, Lynn Robinson, Anthony Morris.

Apologies: Mike Carpenter, Philip Collins

Minutes of the meeting Wednesday 1st December 2021: AM proposed and SH seconded.

Actions from previous minutes:

- Light fitting over bar is now working.
- Business Plan- an example has been found to use as a template. RR will work initially with RT and others will be called on for help as needed. RT/ RR
- Dog training will take place on 4th Feb.
- RR will contact Exbourne Choir. RR
- Post box is in place and ready for use.
- RT and RR will clear the area behind the bar. RT/RR

Matters Arising:

- Banner to advertise fund raising: No quote has been gained yet. MC to arrange. MC
- Toilet refurbishment: MC has circulated photos of the proposed cubicles to the committee. An initial quote has been acquired and circulated to the committee. A £2000 grant has been agreed by the Parish Council. It was felt this work would make the hall more appealing to hirers especially for parties/weddings. It was felt that initially the Ladies should be refurbished and the Mens painted. It was agreed to use the grant to focus on the Ladies for a complete refurbishment using Village Hall funds to top up the remaining cost. AM will source two more quotes for the work. AM
- Village Hall Social: It was decided to hold this on Thursday 10th February at The New Inn to thank volunteers for their support during the previous year. A list of names was made and SH will contact them and arrange the booking. SH
- Bench and folding tables: Tables can be sourced for £129 each including VAT. RR suggested that it might be sensible to also acquire a trolley for storing the tables in the future. It was agreed that the tables should be purchased. RR has also contacted Gary Friend about a quote for a bench. AM suggested it would be good to see the design and spec for this. RR will circulate this to the committee when he receives it. RR

Records and Administration:

- **Maintenance schedule:** The letter box has been fitted.
- **Review Accident Book:** No entries.

Project Management:

- **Roof:** no significant update to report.
- **Toilet refurbishment:** see matters arising.

Officers reports:

• Finance: Christmas Cheer games, refreshments etc:	£360.09
Santa visits:	£200.00
Games Afternoon:	£24.00
Donation:	£20.00
Calendars:	£175.50

It was agreed that RR and LR will take over the banking until a new Treasurer can be found. RR suggested that payment by card will be easiest at events in the mean time. RR will liaise with MW.

RR

- **Bookings:** - Curry Night 21st Jan has been well advertised.
 - Come and Chat 15th Jan- Energy Talk has been confirmed.
 - Allied Pharmacies are waiting to hear from the NHS but initial talks indicate they would use the small hall and kitchen for 3-4 days from 9am to 6pm for several weeks/ months. RT suggested this would be a great community resource.
 - JT asked to waive the fee for the Parish Councils Broadband meeting as it was very short and partially for the Halls benefit. This was agreed.
 - Paul Crisp will hold a talk on Friday 18th Feb at 7.30. NC will liaise with him for advertising.
 - SH will talk to MW about the Dog Show.

NC

SH

Access to internet for online schooling:

A request was read from Councillor Morrissey about the use of the Hall internet if schools return to online teaching.

AM questioned whether the internet quality would be good enough. RT asked whether this should include other individuals working from home. It was decided more information was needed before a decision could be reached as there were implications for supervision, access to the building, DBS checks, the length of time and heating/ electric costs. In principle it was felt to be a good idea but there are many areas of concern. RT and LR will draft a response.

RT/ LR

Capacity for Electric Vehicle Charging:

AM explained that often an appropriate charge would be unavailable and there wouldn't be capacity for even 1 charger. Cost could also be an issue. MC had also circulated an email stating he had been in contact with Martin Rich and Devon Communities Together are not recommending this at the moment. AM will write something as a response.

AM

Events:

- Come and Chat 15th Jan already discussed.
- Curry Night 21st Jan already discussed.
- Feedback from surveys- a copy will be sent to MC by LR. All suggestions are good but people are needed to run them. It was suggested that Quiz and Puddings was always popular and a good money raiser. £5 a team and £3 per person for puddings. This could be considered for November.

LR

Feedback on events:

- Craft and Chat: 8 attended, 3 from outside the Village. £16 raised. Growing in popularity.
- Games Afternoon- 5 attended. Very close to New Year so hopefully more will attend next time.

Any Other Business:

- MT- asked for views on the Flower Show. It was decided that the Committee were happy for this to go ahead in its bigger format on a provisional basis.
- MT reminded members they needed to complete their profiles and send them to LR by the middle of the month.
- MT- Jubilee- It was decided this should be added to the agenda of the next meeting for proper discussion.
- NC asked if a replacement microwave could be bought before the Curry Night. This was agreed and NC will source one.
- LR explained she had contacted a Tai Chi teacher to see if classes could be arranged at the Hall. She is awaiting a response.
- AM will email the menus and specs around to the committee. After discussion it was decided ticket price should be £45. This will need 60-65 tickets to be sold to break even. A bar and raffle will add to money raised. The event can be cancelled up to 3 weeks before with only the deposit being lost.

LR

Date of Next Meeting- Wednesday 2nd February 2022