

Minutes of the meeting of Sampford Courtenay Village Hall Management Committee held on Wednesday 10th May 2023

Present: Roger Thompson, Bob Tucker, Joy Tucker, Mel Thompson, Andrew Townsend Green, Rory Robinson, Lynn Robinson.

Apologies: Nicky Courage, Sandra Harper, Cherry Chidwick, Anthony Morris.

Agree Minutes of the meeting Wednesday 15th March 2023: ATG proposed and MT seconded.

Matters Arising:

- Notice Boards: These have now been put in place and are a great improvement. Thanks were proposed to NC for resourcing them and to BT for putting the board up in the Hall.

Items for Decision

Forthcoming events:

- Friday 19th May- Film- As Good As It Gets- 17 are booked so far. ATG will operate the door. Set up 3pm Friday.
- Saturday 24th June- Table Top Sale- This has been advertised now. It was agreed to book 20 tables to start with. Tea and coffee will be served. Set up from 8.45 on the day.
- Saturday 15th July- Come and Chat with a Talk- After discussion it was decided to ask Ruth Hollingsworth if she would talk about Hearing dogs. ATG also suggested he knew someone who could talk about insects. MT suggested a talk about Dartmoor. Ideas will be explored for future events.

Items for Information:

Project Management:

Roof Report: Nothing was reported.

Officers Reports:

Treasurer's Report: Wednesday 10th May 2023

Covering 1st April 2023 – 8th May 2023

Roof-Us

- Nat West shown balance: **£30,972** (8/5/23)

- Interest of £8.92 earned in March/April
- £20,107 budgeted for windows replacement
- Holding 50% of retention fee (£3,750) payable in June to WRE
- Estimated £7,275 SURPLUS (Now earning interest)
- Painter booked for w/c June 5th (£850)

General

- Lloyd's balance: **£10,611** (08/4/23) - £535 down on April report

INCOME

- Quiz & Puddings: £359
- Exbourne choir back payments: £237
- Emptied Electric meters: £159
- Hall Hire (Craft & Chat, Tap, Flower Club, Community Lunch, K. Courage): £214
- Film Night (Les Mis): £110
- Coronation Picnic: £40

PAYMENTS

- Purchase of notice board & sundry items: £541
- Water: £18
- Electricity: £175 (March); £119 (April)
- Cleaning: £50
- Film rights: £208 (The Duke and Les Mis)
- Quiz & Puddings printing & electricity: £28

Forecasts (exc. Grants, Roof, Toilets, Floodlights)

- Year to date revenues (H1, Nov – Apr) +50%
- YTD number of events: +49% (213 vs. 143)
- Year to date costs: +27% (electricity +127%)

- Full year forecast revenues: £14,824 (+40% vs. £10,589)
- Full year forecast costs: £7,754 (+25% vs. £6,203)

Year to date (all known transactions in 2022/23 FY to April 30th):

Income:	£6,251
Expenses (exc. Toilets & floodlights):	£4,630
Surplus:	£1,482

ATG explained that remaining bad debts had been received.

- Bookings:

JT explained that the September booking for the WI had been difficult to arrange due to a double booking but would go ahead next year. Private hires have been booked for August and October.

Feedback on events:

- Friday 21st April- Film- Les Miserables: 17 attendees. Well received. Costs were covered.
- Friday 28th April- Quiz and Puddings- very popular. Prizes were provided and a microphone and speaker used. It was suggested that it might be better to have a prize that could be shared more easily by the team. Some people didn't pay because they didn't want puddings and therefore had a free evening. It was suggested that in future an entry price of £5 be charged. Also pudding donations were down and so it was suggested that the £5 entry per team be dropped but each team should provide 2 puddings. 70 people attended and £359.00 was taken.
- Saturday 7th May- Kings Coronation- A very enjoyable event. It was lovely to have so many children present- 20. 35 previous attendees came and 25 new people and 20 children. £40 was made from sale of ice creams and tea/ coffee.

AOB:

- BT explained the water butt needs to be raised and an attachment bought. It was agreed this could be purchased.
- LR raised the closure of Chapple Lane and whether this would affect access to the Hall. It was agreed to email the Parish Council to find out more.
- ATG asked if photos could be collected and then framed to display in the Hall after the walls are decorated. This was felt to be a great idea. ATG will collect photos.
- RR raised the issue of Jackdaws nesting under the eaves by the toilets. This will be dealt with later in the year, after they finish nesting.

Records and administration (exception reporting only):

Maintenance schedule: Nothing reported.

Review Accident Book: Nothing reported.

Date of the next meeting: Wednesday 14th June 7.30pm