

Minutes of the meeting of Sampford Courtenay Village Hall Management Committee held on Wednesday 10th January 2024

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

Apologies: Cherry Chidwick.

Election of new Committee: SH proposed that all Committee members stayed in the same roles. This was agreed by all.

Agree Minutes of the meeting Wednesday 22nd November 2023: RR proposed and NC seconded.

Items for Decision

Forthcoming events:

Saturday 20th January- Diving for Pearls: 23 have booked so far. RT will run the bar. Refreshments- crisps, and pizza slice for £1. It would be good if everyone can promote the event.

Tuesday 23rd January- Community Lunch: 22 booked so far. Helpers in place.

Friday 16th February- Film Night- the Great Escaper: ATG to take door money.

Wednesday 21st February- Thank you event: 7pm. LR will email out invites and draw up food list.

Items for Information:

Officer's Reports:

- **Finance-** ATG is gradually closing the Lloyds account. The surplus is half of last years but there have been lots of payments for work- roof, windows, painting; and also insurance. Most spending was capital spending.

Treasurer's Report: Wednesday 10th January 2024

Covering 24th October 2023 – 7th January 2024

Nat-West

- Nat West shown balance: **£7,033**
 - Current: £3,889
 - Business Reserve (1.15%): £7,033

Lloyds

- Lloyd's balance: **£11,440** (29/12/23)

End of Year Accounts (audited) 24/10/21 – 23/10/23

- Income: £105,220 (£88,464)
- Expenditure: £101,926 (£82,141)
- **Surplus: £3,294 (£6,322)**

INCOME

- Christmas Cheer: £351
- Quiz & Puddings: £210
- Film Night: £225
- Community Lunch: £132
- Electric meters: £159
- Hire of Hall (Yoga, Tap, Parish Council, private events): £368

PAYMENTS

- Annual insurance: £1,753
- Final windows payment (materials): £8,188
- Final windows payment (labour): £3,872
- Final roof payment: £3,425
- Final roof consultant payment: £580
- Painting: £1,440
- Event-related costs: £173
- Electricity: £230
- Fire extinguisher service: £184
- Hedge cutting: £120
- Cleaning items for Hall: £116
- Cleaning: £100
- Water: £18
- £845 cash banked

Year to date (all known transactions inc. invoiced in 2023/24 FY to January 7th):

Income:	£1,480
Running costs:	£2,693
Capital exp:	£17,505
Operating Loss:	(£1,213)

- **Bookings:** The Hall has been booked for a Honeychurch quiz on 19th January. There are 3 private hire bookings in February.

Feedback on events:

- **Christmas Sparkle:** People have fed back that this was not quite what they expected. It would have been better if there was longer to mingle. The clash with Honeychurch service wasn't ideal. It will need rethinking next year.
- **Cheerful Chat:** 5 people attended. Well received by those who came.

Records and administration (exception reporting only):

Maintenance schedule: Fire extinguishers need to be checked monthly. The one in the main hall needs repositioning.

There is still some rubbish outside the small hall. BT and RT will remove this.

BT/RT

The birds accessing the roof problem has been solved.

Water is still coming under the new lobby door and needs further investigating.

BT/AM

A pool of water was found on the floor in the ladies toilet and there is a damp patch on the ceiling. It may be due to the exceptionally stormy weather. This will be monitored.

Review Accident Book: Nothing reported.

Smoke alarm check: checked and working.

AOB:

NC

NC: asked if a date could be set for the cream tea. The 18th August was agreed and NC will book 1.5.

MT

MT: A grand opening is still needed as part of the Lottery Grant. A date was set for 22nd June and MT will lead.

JT/NC

AT: asked about acquiring a new dishwasher. JT and Nc will explore this.

ATG

ATG: asked about the Open Gardens event and agreed to lead a committee for it.

AM: explained the proposed events for The Prayer Book Rebellion commemoration. There will be a meeting in February, coach trip in April, various events on 7,8,9th June and an event to mark the end of the campaign in August.

LR

LR: explained more regular bookings were needed for the Hall and asked for ideas. Art, fitness, bingo, music? This will be explored further.

RR: explained that Geoff has made a film which will be shown at the hall in the next few months.

Date of the next meeting: Wednesday 20th March 2024 at 7.30pm.