

Minutes of the meeting of Sampford Courtenay Village Hall Management Committee held on Wednesday 26th June 2024

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

Apologies: Cherry Chidwick, Anthony Morris.

Agree Minutes of the meeting Wednesday 15th May 2024: SH proposed and NC seconded.

Matters Arising:

- Dishwasher/ water pressure: NC explained most commercial dishwashers would need 2 bar of pressure to work. One may work on slightly less than this as they fill a tank before usage and would therefore just be a bit slower. She suggested that the electricity supply may be more of an issue and needs to be sorted out. However going forwards it should be possible to have a new dishwasher. It was decided that NC will choose the best option and price it, bringing this to the next meeting. It needs to be simple to use and only needs basic programmes. RR will send an email to AM to remind him about the electrical problem. All Trustees were happy for this to go ahead. BT explained that a booster pump can always be fitted to improve the water pressure.
- Woodworm in floor/ quote for floor work: John Guy is booked in to inspect the small hall floor for woodworm on 15th July. RR has contacted the flooring company (Total Flooring) and they are coming out on 27th June to look at the floor and will then provide ideas for best action and quotes. This will aid with Grant applications going forwards.

RR

Items for Decision

Forthcoming events:

- Sunday 30th June: Open Gardens: All in place. JT will resend an email to refreshment helpers.
- Saturday 10th August- produce Show: NC will organise the refreshments and helpers. ATG and RR will help on the door. LR will organise the judges lunches. It was decided to let someone else organise the raffle to due to limited helpers on the day.

Items for Information:

Officer's Reports:

- Finance:

There are two outstanding fees from hirers which are being chased. Year so far income is £5580 and costs are £3593.

Treasurer's Report: Wednesday 26th June 2024

Covering: 14th May - 24th June 2024

Nat-West

- Nat West shown balance: **£23,248** (£22,155)
 - Current: **£6,132** (£5,060)
 - Business Reserve (1.45%): **£17,116** (£17,095)

INCOME

- Dog Show: £717
- Roger Cleverdon film (2nd showing): £245
- Police Commissioner elections: £135
- Hire of Hall (Private party): £81
- Table Tennis: £50
- Easy Fundraising: £43
- Interest: £22
- Outstanding invoices: £90 (Yoga – April) + Karen Squire. Upcoming: £146 (Gen. Election), £90 (Party)

PAYMENTS

- Grass cutting: £150
- Electricity: £103
- Cleaning: £50

Year to date (all banked transactions in 2023/24 to June 24th):

Income:	£5,580
Running costs:	£3,593
Capital exp:	£18,928
Operating surplus:	(£1,987)

- Bookings:

4th July is booked for the election. There are no private hires booked for July.

A Numeracy course provider has made contact about hiring the hall- JT will pursue this further.

Feedback on events:

- Dog Show: This was well attended. The weather was good and it was a good event. The helpers for the refreshments worked very well. It was nice to see children and there were lots of visitors. There was a good income. Thanks was given to MC and JC for organising the event.
- Grand Opening: no dignitaries but some new people attended. Thanks was given to Colin Coleman who has given money towards the event from the Community Interest Company. Thanks was given to MT and Rt for organising the event. NC asked if a list of those who bought roof tiles will be displayed in the hall. It was also suggested that the model of the village hall could be wall mounted on a shelf. These will be explored further.

- Records and administration (exception reporting only):

Maintenance schedule:

- Nothing in the log book. RR
- PAT testing needs to be done- RR will remind AM.
- The ladies lobby door is sticking and the external door needs draft proofing. BT will do these. BT
- Plastic chairs outside need taking to the dump. RT will do this. RT
- The down pipe has been unblocked.
- The fire alarm air horn needs replacing. BT will do this. BT
- The dishwasher needs to be cleaned on a hot wash cycle.
- The emergency exit light in the small hall has been fitted.

Review Accident Book: Nothing reported.

Smoke alarm check: unable to check as not in the hall for meeting.

AOB:

- Quiz and Puddings will be run by ATG and RT. Trustees will review the pricing of this event at the next meeting.
- RR explained that Exbourne are holding a Race Night on the date the hall had intended so this will no longer take place.
- RT suggested that Curry night would be a good time to launch the Lotto. RT
- LR will contact an artist she has been given details of about art classes at the hall. LR
- RR suggested contacting Amazon about having a box drop at the hall. RR
- Ann Palmer has given RR the original plans for the hall extension. A suitable container will be found and then they will be kept at the hall.
- **Date of the next meeting: Wednesday 24th July 2024 at 7.30pm at the hall.**