

# Newchurch Village Hall Committee Minutes

23<sup>rd</sup> January 2019 at 7.30pm in Community Room (NVH)

Attendees		Apologies	Circulation Only
	Gillian Apps		
	Sylvia Beach	Trevor Apps (Chair)	
	Peter Dunning		
	Diana Dunning	Nicky Parkington	
	Lynne Forbes		Valerie Denby
	Amanda King		Gill Newland
	Jolene Moulding		
	Bruce Waitson		
	Brenda Wimble (Vice)		
	Alison Youd		

Lynne Forbes and Sylvia Beach were welcomed as new committee members.

## 2) Approval of Minutes

The previous minutes were proposed by JM and seconded by AK

## 3) Matters Arising

Actions from Previous meeting

Min Item No	Action	By Whom
3	Complete Fire risk assessment by March 19: Model sourced for editing.	AY
4	New charges list & Ts & Cs drawn up and circulated. Placed on website. Booking form now in use	DD
4	Circulated new charges to regular users: Letter drafted and circulated with the above	AY /DD
6	Quote agreed and replacement of heater installed and paid for. Working well	TA
6	One quote received from ST Fascias £7600. Another quote for white boards from original suppliers to be sought. BW to get separate quote for scaffolding	TA
6	Current Grants focussed around arts and sports. Others match funded, which could be possible. To be considered later	AK

## 4) Correspondence and Accounts

Treasurer's Report (PD) : Balance current account: £ 9110 Including deposit equates to: £9422 . Gas tank just filled up. Some concern to note that £250 per month is spent on Electricity. Recent expenditure included £1400 on repairs for new gates and heater. But at the moment there was £500 more income than expenditure.

Bookings report ( DD):Church now using hall and community room every Sunday. Increasing their use for other activities, including having another big weekend in the summer. Only one badminton group at the moment and the Band bookings have reduced.

Election has been booked on 2<sup>nd</sup> May , NSC want the hall on 18<sup>th</sup> May.

Coffee mornings will restart in April on 3 Saturdays per month, except the first Saturday as previously.

## **5) Fund Raising**

Although not a direct fund raiser the meeting discussed the proposed Newchurch Village Hall Festival but agreed on Sunday 15th September 2019 2pm – 4pm (30<sup>th</sup> Anniversary?). This could promote the use of the hall and its potential. It could offer a showcase to current users which could lead to more people joining their activities. It could raise a small amount of funds for the hall too.

Hoping to include: Morris Men (AK), Plant & Produce sale (?), Dog Demo (LF), Bowls (G&TA), Yoga Demo (DD), Candle making (DD), WI cakes stall (BWi), Band(DD) Kings Chapel, (DD), Auction promotion/ mini auction (GN/AY), Badminton outside (?). NSC open the bar (BWa/SB)

Also approach Vicky N about her mobile Prosecco bar (AY) Bar, a Tea tent (NP), Simply Ice Cream (DD)? (Key contact indicated in brackets.)

TA/ AY to contact PC about use of the field and grass cutting.

PD received from KMFM leaflet about fund raising with various activities. This suggested other ideas that we could do in Newchurch EG wheelbarrow racing. AK will investigate the Red barrows, with a potential decorated wheelbarrows and race for villagers to participate in.

LF kindly offered to organise a Dog show on another date and share funds between hall and charity.

## **6) Update on hall refurbishment & maintenance**

The heater has been replaced. Quotes for the fascias etc being gathered.

Boiler in NSC, needs replacement and heats the water. BW is seeking quotes but need to decide what type to get as could get combi boiler or one for heat alone with a separate water heater. Cheapest option to have a boiler for the radiators with separate water heaters. Agreed by meeting. BWa to get quotes but may need an additional meeting to approve quotes.

Baby changing facilities have been requested. A fold down unit could be useful (£150 approx.) could be sited in both the disabled toilets. Agreed. BWa to source and install.

The window in the community room was leaking in corner, may need some extra sealer. (?)

First Aid kit has been checked (JM)

## **7) Any other business**

PD: Insurers offer an online H&S course. Will be circulated to all in due course. Insurance policy will need to be up for renewal in May. PD Will need to investigate other providers.

JM: In NSC there has been a lot of mud in and around the bar for cleaning which is taking a long time to clean. NSC asked to try to improve the situation. Shelf by dartboard is very loose (TA)

GA Heater in gents in the hall had been left on a Tuesday morning. Could be Kings Chapel, may need to remind (DD)

DD: Gilly Newland had e mailed noted use of the kitchen, not on Ts&Cs. PD to make legal inquiries and others to look around for info from other village halls. Meantime reheating will be acceptable.

AY: Making minutes available to villagers. Will send approved minutes to be published on website

**8) Date of next meeting** – Wednesday 27<sup>th</sup> February 2019 7:30pm Short meeting regarding NSC boiler if required

Main meeting: Wednesday 27<sup>th</sup> March 2019 7:30

DRAFT