

Newchurch Village Hall Committee Minutes

27th November 2019 in Community Room (NVH)

Attendees		Apologies	Circulation Only
	Trevor Apps		
	Gillian Apps	Amanda King	
	Sylvia Beach		
	Diana Dunning		Valerie Denby
	Peter Dunning		
	Jolene Moulding	Not present	
	Gill Newland	Lynne Forbes	
	Clive Owen		
	Brenda Wimble (Vice)	Bruce Waitson	
	Colin Wollard (Chair)		
	Alison Youd		

2) Approval of Minutes : proposed DD and seconded GA

3) Matters Arising

Actions from Previous meeting

Minute Item No	Action	By Whom
4	NHS are NOT going to book hall for clinic	DD
6	Baby change facilities now installed in hall toilets	TA
AOB	Negotiated and agreed parking daily rate.	TA
AOB	NSC now aware of issue.	JM

4) Correspondence and Accounts

Treasurer's Report (PD) : Accounts are complete for the financial year. PD will contact Colin Ashton for audit.

Our income last year was £11,690 and outgoing £13,587, we have £7000 in the bank. An extra £150 came from the festival through selling cakes and refreshments, competitions and also donations.

Telephone and internet: PD now managing the account and we will change to Post Office Telecoms from Tuesday 15th October with a 12 month contract, saving ~£400/year.

Electricity supplier- we are moving to British Gas Lite and have a charitable discount status due to number of hours hall NOT used by renters, so will only pay 5% VAT. Rebate anticipated shortly from last 2 years ~£500.

Charity Commission- PD drew our attention to the legal requirements laid out in the financial controls checklist and also made us aware of the list of good practice. All agreed there are no problems, proposed by GA and seconded by BW.

Bookings report (DD) : Key safe purchased and attached to right of hall door

Regular bookings all OK

Last coffee morning will be held on 26/10/19. Jill Owen is organising a fundraising afternoon tea 20/10/19

Other bookings are : A Mushroom talk on 22/11/19. A Party on 23/11/19. A Welfare training course on 5/12/19. The Greatstone Senior Singers have booked for 7/12/19 2-4pm. Lastly the Social club – 14/12/19 and 31/12/19

5) Fund Raising

Festival review – very successful and supported by a good number of people. GN commented by email that she had given out many leaflets and business cards

DD– A Freddie Mercury tribute act offered to perform at the hall, minimum cost £375; £450 if successful. This could raise much needed funds if we sold enough tickets. You-tube link to be sent to all committee members by PD for discussion next meeting.

GA- maybe we could have a film night showing panto DVD's? JM- the quality will need to be improved.

GN from e-mail suggested we could use the hall in the winter for boot/antique/craft fairs, all agreed if she would like to explore the idea

6) Update on hall refurbishment & maintenance

One more baby change unit to be attached in toilet by social club

7) Any other business

GA- suggested thank you cards be sent to all ladies who contributed to the coffee mornings and will do this on our behalf– all agreed

DD could the stage be cleared? Discussion took place as this could also include the prop room. Talk to Amanda to see how she feels about this. (DD)

LF chairs on stage causing a hazard JM to make label about not blocking the doors

GN asked for a small space to store printer. TA agreed this can happen soon.

DD on holiday 14-28 October GA and JM kindly agreed to have phone and diary.

Arrangement for AGM

More committee members are needed specifically a chair, discussed how to move forward. JM suggested the chairman roles could be shared with other committee members so it would not be so onerous.

BW suggested we could set up a WhatsApp or e-mail group so discussions /decisions could be made in-between meetings.

JM to make some posters to put up in village to encourage new committee members.

8) Date of next meeting –:AGM: Wednesday 27th November 7:30.