

Newchurch Village Hall Committee Minutes

3rd October 2018 at 7.30pm in Community Room (NVH)

Attendees	Trevor Apps (Chair)	Apologies	
	Gillian Apps		
	Peter Dunning	Nicky Parkington	
	Diana Dunning	Sheila Weatherup	Valerie Denby
	Amanda King		Vicky Noble
	Jolene Moulding		
	Bruce Waitson		
	Brenda Wimble (Vice)		
	Alison Youd		

2) Approval of Minutes

The previous minutes were proposed by AK and seconded by BWi.

3) Matters Arising

Actions from Previous meeting

- Reports on actions from last meeting:

Minute Item No	Action	By Whom
4	The final auction payment in June was Received	PD
6	The gas heater as been serviced	GA
6	Replacement of NSC boiler ; BWa is in the process of getting 3 quotes, which will be ready for April 19	BWa
AOB	Quotes for gate replacement have been received	TA
AOB	A condolence card was sent to Allan Andrews following the sad death of his wife.	GA
AOB	Leak in Ladies Toilet in NSC has been repaired	BWa
AOB	Lynne Forbes has been invited to join committee and agreed	DD
AOB	Key Holders and membership list has been updated	AY

There were no other matters arising from the minutes.

4) Correspondence and Accounts

Treasurer's Report (PD) : Balance current account: £8598 Deposit Account: £162

The Year End accounts are ready for the AGM final and ready for the book check/audit. The Committee viewed the accounts, attached to hard copy of the minutes. Profit for year is approximately £690. There were several of repairs during the year, costing £2500 approx. which were hopefully one off payments and the accounts are still in profit, which is to be celebrated. Some good income continues to come in from regular bookings.

Bookings report (DD):

Every Saturday in October the hall is booked along with bookings in November and December. DD is starting to take bookings for January 2019 onwards. The Badminton Club may alter their daytime meeting and are not using the hall every week.

5) Fund Raising

Coffee mornings are going very well. They will cease at the end of October and so far have raised nearly £1000. A brilliant effort, much appreciated by the committee.

6) Update on hall refurbishment & maintenance

Fire safety: Fire extinguisher service has been changed. . One new Fire Extinguisher installed. Bill to follow. No longer can refill foam extinguishers they have to be replaced. One to be resited into the entrance.

A Fire Risk Assessment needs to be completed. This could be done from on line with some effort. A volunteer needs to be identified to do so. JM kindly offered to test emergency lighting weekly

Smoke Alarms should be checked monthly and logged in booklet. BWa kindly agreed to do so and to record the test on the sprinkler page.

TV licencing need to be informed that the hall does not need a licence by 8th October. (PD)

Following discussion of the quotes to replace the gate/s, the Committee decided to go with replacing like for like with both gates replaced with Jacksons as a better product. Ash Timber Works (New Romney) were selected as the contractor. (TA) BWi to reclaim the original smaller gate and take the wheel back.

Flooring quote Trinity have not responded TA to pursue other options.

Any other business

PD For information : Harvest Supper in the church Saturday 20th October 5:30pm Bring & Share

DD Thanks to GA for covering the bookings. Agreed that the committee should take turns to cover DD. AY to draw up rota for her holidays.

BWa : Limescale taps needs descaling in Disabled Toilet. To be discussed with local plumbing experts.

AY to contact Vicky Noble to feedback committee membership, but very open to contact if wants to reconsider.

**8) Date of next meeting, to be preceeded by the AGM confirmed as – Wednesday 28th November 2018
7:30pm**