



## Minutes of the Village Hall Committee Meeting

Tuesday 16<sup>th</sup> August 2016 at 7.30

<b>Present:</b> Carole Tasker	Chairman/Cricket Club Representative
Rose Sharpe	Secretary, Treasurer, Village Representative
Matthew Bennett	Village Representative
Josie Bennett	Village Representative
Alan Ryder	Village Representative
Wenda Tasker	Clays Horticultural Society Representative
Kerry Driver	Booking Clerk

- 1. Apologies** Charlotte Wright, Geoff Ward, Alan Guest, Charles Hall, Leah Wilcox, Val Smelt

The previous minutes were amended slightly and signed as a true and correct record.

### **2. Matters arising from the minutes:**

CT has been unable to speak with Dee Miles regarding the P.A system, but she has been advised to speak with Andy Walster

#### **Action : CT to contact Andy Walster**

The defibrillator training has been getting confusing. Days and times have been conflicting. It was agreed for the committee not to get involved in the organisation of the training. RS had e-mailed committee members to ask them to send in names of group reps who would like to receive training to Dave Langmead. Carole and Alan R have put their names forward for training. CHS and W.I. will send also reps.

The Church has very kindly agreed to change the date of the Christmas brass band concert to Friday 25 November concert in favour of the Village Hall Christmas production which is on Friday 2 December.

The first booking form with the additional alcohol licence conditions has been filled in by a user. There has been no negative feedback.

Food labelling : Kerry presented two sheets that need to be displayed and forms that need to be filled in with regard to food that is sold at events. It was discussed and decided that we need to give it a go and will try it out at the September coffee morning.

**Action: RS to copy multiple forms for users and laminate the sheets to display at events where we serve food.**

As there was no Parish Council meeting in August, Charlotte has not been able to ask about the Precept for Guides, Brownies, Rainbows etc. **Action: CW to ask Parish Council about precept at September Parish Council meeting**

### **3. Correspondence : None**

### **4. Treasurer's Report:**

As circulated. Rose ran through the July accounts, she also reported that a cheque from "easy fund raising" has been received for £26.72

### **5. Caretakers Report:**

As circulated. There was an issue with folks using the village hall bins to dump rubbish. Alan is to include a piece in the village hall newsletter about this and also the lost property which has accumulated since Waikiki.

**Action : AR to include items regarding rubbish and lost property in village hall newsletter.**

**Action:CT to send an email to KD with the hours the hall used for the "Presidents Day" to enable KD to issue an invoice to the Cricket club**

### **6. Fund Raising:**

Seats are still available for the Woburn/Bletchley trip. Seats can be booked up until August 30<sup>th</sup>. Carole has collected some of the money from those going on the trip.

**Action:RS will collect outstanding monies from the 6 people from the Bowls Club**

The Opera Dudes concert is on Sunday 2 October. This will need a lot of advertising and promoting. Rose handed out posters for display and will hand out flyers for distribution at the next F and S meeting.. Josie has included it in Retford Life magazine.

The Live and Local communication forwarded by Carole was discussed but it was felt it clashed with our busiest time but we would consider what they have to offer in the future. Perhaps we could take part with more notice.

The Coffee Morning on Saturday 3 September has only two tables booked so far.

Tractor Run: The Run is in hand and anyone willing to do the jobs they have

done in the past would make life easy. More on this event next month.

## **7. Maintenance:**

The lighting project has almost been completed and is looking good.

Alan R still has the samples and quotes for the blinds for the redecoration, so these can be brought in to play when we need them.

Kerry relayed a quote for painting the whole of the village hall which Charlotte had obtained. The price was £3200 for the whole hall and 1600 for just the ceilings. This is just for labour, no materials. Josie is to get another price and Kerry is to ask Charlotte if she can get another price so all three can be compared.

**Action: JB and CW to obtain quotes for painting the village hall**

## **8. Grant Application:**

Nothing to report. RS has completed the pre-application for the Big Lottery Reaching Communities grant. The pre application takes 6-8 weeks before an answer is given. Fingers crossed.

## **9. News Letter**

The feedback from the village news is very positive. It had been decided to compile an August edition in order to promote the Woburn Coach trip

## **10. Village Survey:**

Rose handed out copies of the village survey which need delivering as soon as possible. Chris has made a box for returned forms which will be in the Post Office/Shop. The closing date is August 31.

**AOB:** The address for the account at MKM builders merchants needs changing from Joy to Rose. **Action: JB/MB to contact MKM with new address**

Kerry is to send out in September forms to each organisation. This will help each group to book the hall for next year. She will send out a Guide to Use, Standard Conditions of Hire and booking forms.

The meeting closed at 9.20

F and S meeting                      Monday 5 September 4pm

Committee meeting                  Tuesday 20 September 7.30pm

