

**Halberton Village Hall Management Committee**  
**Minutes of the meeting held in the Committee Room 15<sup>th</sup> January 2019 at**  
**7.30pm**

**Present**

B.Corden, C.Graham, W.Harris, J.Canning, K.Browse and J.Anderson.

**1. Apologies:**

P.Grabham, J.Austin, D.Affleck and R.Stevens.

**2. Public Forum:**

None.

**3. Minutes of last meeting:**

The minutes were read by members and all accepted these as a true record of proceedings and the minutes were duly signed by the Chairman.

**4. Matters Arising:**

The water meter was found to be unreadable. South West Water have been advised and they will replace with a new meter or repair the existing one

The fire alarm system has been checked and needs to be updated. Our electrician is qualified and has been instructed to do the necessary work.

The Methodist Church has been given a key to the committee room cupboard to access the sound system.

Trustee Rob Stevens has purchased the DeWalt power drill at a cost of £99 as previously agreed.

The need for a wireless printer was again discussed. Trustee Jill Canning advised that she has a spare wireless printer and will bring it to the next meeting for testing.

**5. Correspondence:**

It was agreed that the Chairman will write a letter to the Parish Council supporting the building of a bus shelter at Hill Head on the main road.

The Chairman has received correspondence confirming the availability of the Parish Councils defibrillator and is awaiting further information regarding its positioning on the road frontage of the Village Hall together with information of the necessary power supply.

**6. Treasurers Report**

The bank balances were as follows:

|                          |                   |
|--------------------------|-------------------|
| Santander                | £22,230.47        |
| HSBC Affirmative Account | £11,308.74        |
| <b>Total</b>             | <b>£33,539.21</b> |

*Nb: Expecting outstanding water bills. All other bills paid to date.*

The Treasurer advised of her concerns with regard to our current broadband costs. Trustee John Anderson agreed to discuss this with Cll. Tim Hugill who is the area representative for Utility Warehouse our current broadband provider.

**Chairman**

**Trustee: Mr John  
Anderson**

**7. Fundraising:**

After a wide ranging discussion with regard to the centenary of the opening of the Memorial Hall the following was decided:

- A tea party, at the Village Hall, will take place on the 21<sup>st</sup> April 2019 (Easter Sunday) between 3.30pm – 5.00pm to which all parishioners will be invited.
- The above marks exactly 100 years to the day.
- A cream tea will be provided, **at no cost**, to all those who attend.
- The Chairman will provide bone china for this auspicious occasion.

**All Trustees**

**All Trustees**

The 2019 Duck Race will be held at the Duck Pond on Saturday 11<sup>th</sup> May. The May Fayre activities will be finalised at the February meeting with regard to which other groups are invited to participate.

**All Trustees**

**8. Ongoing Development Projects:**

Over flow car parking is work in progress.

**All Trustees**

It was agreed to clear the roof space above the committee room. Any assistance would be greatly appreciated.

**Hallmark Sub-Committee**

**9. Hallmark Scheme:**

It was agreed that Sub-Committee would meet in order to finalise our submission for the level 3 award.

**Secretary**

**10. A.O.B:**

It was agreed that the Village Hall needs its own website.

**Chairman**

Signage for the proper use of the over projector need to be clearly visible in order to avoid any tampering with this equipment.

**Chairman**

The Chairman will provide a clock for use in the committee room.

Meeting closed: 8.30pm

DONM: 19<sup>th</sup> February 2019 following the AGM.

# **Meeting of the Halberton Village Hall Committee**

To be held on

**Tuesday 19th February 2019 after AGM**

- 1 Apologies**
- 2 Election of Officers**
- 3 Public Forum**
- 4 Minutes of Last Meeting – 5mins**
- 5 Matters Arising – 5mins**
- 6 Correspondence – 10mins**
- 7 Treasurers Report – 10mins**
- 8 Fundraising – 15mins**
- 9 On-going Development Project - 10mins**
- 10 Hallmark Scheme – 10 mins**
- 11 A.O.B – 15mins**

*Date of next meeting 19<sup>th</sup> March 2019*