

Halberton Village Hall Management Committee
Minutes of the meeting held in the Jubilee Room 19th March 2019 at 7.30pm

Present

B.Corden, C.Graham, R.Stevens, J.Canning, D.Affleck, P.Grabham and J.Anderson.

1. Apologies:

J.Austin and K.Browse.

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:

All Trustees

The fire alarm system has now been replaced at a cost of £344.09. Weekly fire checks are being done and recorded.

Parish Council Rep

The defibrillator is now fitted to the front of the building and is now fully operational. It was noted that the Parish Council will be hosting a training event on Thursday 16th May at 7.00pm in the Jubilee Room.

All Trustees

It has been noted that the trailer no longer is parked in the Village Hall car park. However the white van is still parking. The matter is in hand.

5. Correspondence:

Chairman

The Chairman has received a quote from J.Hooper (our electrician) for replacing the lights in the main hall. The quote was for £1,621.31p and as such all felt it necessary to get a further two quotes.

6. Treasurers Report

The bank balances were as follows:

Santander	£22,399.04
HSBC Affirmative Account	£11,308.74
Total	£33,707.78

The latest water bill was for £139 and this has been paid.

The fire alarm system replacement bill for £344.09p has been paid.

We are still 100% council tax exempt.

**Chairman /
Treasurer**

Nb It was proposed by B.Corden and seconded by D.Affleck that we order and obtain a Village Hall Debit Card from Santander. It was noted that we require two signatories at the moment for cheques so this will need investigation.

Unanimous

7. Halberton Village Hall Website:

All Trustees

The Secretary went through the essentials of our now live website (www.halbertonvillagehall.org). The cost of the website (WIX) is £126 including VAT. The domain name is free for the first year. It was proposed by R.Stevens and seconded by B.Corden that we evaluate the effectiveness of the website with a view to renewing, or not, the hosting and domain costs.

Unanimous

Elected Officers

It was also mentioned, by the Treasure, that we ought to have a common user id and password for electronic Village Hall transactions. It was agreed that the elected officers would look into this.

The Trustees wished to thank the Secretary for getting the website “up and running”.

8. Fundraising:

All Trustees

Centenary celebrations Sunday 21st April 3.00pm – 5.00pm
May Fayre / Duck Race 11th May 2019

Both events will be major items for the April Committee meeting.

9. Ongoing Development Projects:

Secretary

It was proposed by R.Stevens and seconded by B.Corden that the Trustees agree to the purchase of timber, plasterboard and screws from RGB and Screwfix for the necessary work to be started in the attic space. Materials will cost about £150 with any external helper being paid £10 per hour.

Unanimous

Volunteers

Prior to any work commencing there is a need for some major sorting of this space. Volunteers please on Friday 12th April at 5.00pm

10. Hallmark Scheme:

Hallmark Sub-Committee

It was agreed that Sub-Committee will meet after our April Committee meeting in order to start work on our Hallmark 3 submission.

11. A.O.B:

All Trustees

The Trustees briefly discussed the possibility of buying a laserjet wireless colour printer. This will be discussed in more detail at the April Committee meeting.

Meeting closed: 9.02pm

DONM: 16th April 2019

Meeting of the Halberton Village Hall Committee

To be held on

Tuesday 16th April 2019 in the Jubilee Room

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

Date of next meeting 21st May 2019