

Halberton Village Hall Management Committee
Minutes of the meeting held in the Committee Room 17th September 2019 at
7.30pm

Present

B.Corden, C.Graham, R.Stevens, P.Grabham, J.Anderson, J.Austin, J.Canning and K.Browse.

1. Apologies:

D.Affleck

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:

Mr Henry Pring has been contacted regarding renewing with LED lights in the main hall. He has promised the work will be finished by the end of September.

5. Correspondence:

See later agenda items.

6. Treasurers Report:

The bank balances were as follows:

Santander	£26,909.17
HSBC Affirmative Account	£11,347.53
Total	£38,256.70

All bills paid to date.

We are now deregistered for VAT.

7. Fundraising:

The pudding night event scheduled to be held on Saturday 14th September 2019 was cancelled. It was agreed that this event will be held in the New Year sometime after March.

8. On-going Development Project:

The work on the over flow car park is still very much work in progress. The gate between our land and the field of the adjoining land owner needs to be removed along with the iron posts. Mr Purves has been informed of this via email. A Trustee has volunteered to do the work.

Chairman

Treasurer

Pudding Sub-Committee

Trustee – Mr P.Grabham

Hallmark Sub-Committee	<p><u>9. Hallmark Scheme:</u> The Hall has now been awarded Hallmark 3 but we still await the official certificate. We have already placed a news item in the next newsletter but it was considered that this achievement warrants further publicity once we have confirmation from Devon Communities Together.</p>
Secretary / Chairman	<p>It was further noted that we will need to update our website and stationary with the Hallmark 3 logo.</p>
All Trustees	<p><u>10. Village Hall website update:</u> Over 350 hits recorded before the start of the week. One request is that Trustees encourage users to post feedback via the feedback and suggestions link on the Home page.</p>
	<p><u>11. User Reports:</u> Nothing to report.</p>
All Trustees	<p><u>12. A.O.B:</u> The Village Hall content insurance has now been changed from £25,000 to £41,500. The increase in cost will be covered by the award of Hallmark 3.</p>
Trustee – John Anderson	<p>It was mentioned that our Utility Warehouse broadband provider subscription may need re-evaluation now we are no longer VAT registered. However it was also noted that our current service does give us a reliable internet connection which provides essential IT facilities especially for corporate hires. It was suggested that we contact Tim Hugill the Utility Warehouse representative.</p>
Chairman / Secretary	<p>The question of baby changing tables for the two disabled toilets was discussed. After a wide ranging discussion it was proposed by K.Browse and seconded by P.Graham that we buy two fold down baby changing tables costing up to £300. <i>Unanimous</i></p>
Chairman / Secretary	<p>The question of who owns what keys to the Hall was discussed. It was agreed that a spread sheet record of key holders needs to be devised.</p>
All Trustees	<p>It was agreed to accept Mr N.Cuthbert quote of £100 to strim the orchard. Proposed by J.Canning and seconded by C.Graham. <i>Unanimous</i></p>
All Trustees	<p>Apple pressing was mentioned. After a wide ranging discussion it was agreed that we would not hold an apple pressing day this year but our very happy for anyone to pick the apples from our orchard for their own use.</p>
	<p>Meeting Closed: 8.27pm DONM: 15th October 2019</p>

Meeting of the Halberton Village Hall Committee

To be held on

Tuesday 15th October 2019 in the Jubilee Room at 7.30pm

- 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 min**
- 10 Website update – 10min**
- 11 User Reports – 10min**
- 12 A.O.B – 15mins**

Date of next meeting 19th November 2019

Notes for October Meeting:

- Send a letter to groups / individuals about who have what key(s) to various doors / cupboards etc. We need to have a detailed record for insurance and safety reasons.
- The gate and whether to install met-posts wooden gate or try to get a stone wall built?
- A letter to the Browse family offering to buy a strip of their land (£10,000).
- Need to fix up baby changing table.
- Need to discuss paying someone to sort out the overflowing gutters, pressure wash the entrance area plus walls, fix the newly acquire posts, maintenance painting and other?
- As of today (Saturday 12th October) we have had 441 hits many being new visitors. Please encourage any Hall user to give feedback via our website suggestions and feedback link on the Home page of our website.
- We now officially have been awarded Hallmark 3. Do we want to further publicise this via the press etc?