

**Halberton Village Hall Management Committee**  
**Minutes of the meeting held in the Jubilee Room on the 18<sup>th</sup> October 2022 at**  
**7.30pm**

**Present**

D.Affleck, D.Disney, R.Stevens, B.Corden, K.Browse, C.Graham, P.Grabham and J.Anderson.

**1. Apologies :** None

**2. Public Forum:** No public attended.

**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 Co-Chairperson D.Affleck.

**4. Matters Arising:**

Apple pressing was very successful with people from a wider area attending. It was proposed by D.Affleck and seconded by K.Browse that we pay a donation of £30 towards the hire of apple pressing equipment.

*Unanimous*

**5. Correspondence:** None

**6. Treasurers Report:**

The bank balances were as follows:

Santander £48,423.22

HSBC Affirmative Account £11,519.17

**Total £59,942.39**

*All bills paid to date.*

**Nb: Mid Devon Singers requested that bills be sent every two months for payment.**

Our HSBC deposit account interest rate is now 2%.

It was proposed by B.Corden and seconded by K.Browse that we transfer £35,000 from our Santander current account to our HSBC deposit account.

*Unanimous*

**7. Website Update:**

Bookings still coming through via the website.

**8. Fundraising:**

Our social monthly quizzes are ongoing. The October quiz grossed £290+

The committee wished to thank Ivor Payne and Margaret Drew for their help in running these very popular quizzes

**9. On-going Development Project:**

Victoria windows will be replacing various windows in November.

Once the windows have been replaced we will instruct our painter to complete the external painting of the Jubilee Room building.

**Treasurer**

**Treasurer**

**Co-Chairperson  
B.Corden**

**Co-Chairperson  
B.Corden**

## **10. Repairs and Maintenance:**

**Trustee  
P.Grabham**

Rerouting of plastic guttering and downpipe was again discussed. It was proposed by B.Corden and seconded by R.Stevens that we accept the estimate from Damien Goffin of £450 for this work.  
*Unanimous*

Dishwasher repaired and is now working normally.

**Co-Chairperson  
B.Corden**

The fan and light in the main entrance hall disabled toilet is still not working properly despite this being the third replacement. Our electrician has the matter in hand. If all else fails we will return to a “normal” on / off switch.

**Trustee K.Browse  
and Co-  
Chairperson  
B.Corden**

The cooker hood needs to be fitted. B.Corden has spoken to D.Browse about the necessary stainless steel fabrication work. K.Browse will liaise with D.Browse

**Co-Chairperson  
D.Affleck**

Jubilee room curtains need to be washed. D.Affleck will undertake this task.

**Co-Chairperson  
B.Corden**

Circular tables have been damaged and circular table clothes have gone missing. B.Corden will get estimates to replace these items before the next meeting in November.

**Trustee  
P.Grabham &  
Secretary R.Stevens**

### **Skip and the proposed additional car parking spaces**

It was proposed by R.Stevens and seconded by B.Corden that prior to Trustee P.Grabham starting the work on these additional spaces we will order a skip to remove all unnecessary materials from the area and from elsewhere on Village Hall premises. **The Secretary will email Trustees informing them of a need for a working party to fill the skip.** It was agreed that the Secretary be given the authority to hire the skip.

*Unanimous*

**Co-Chairperson  
D.Affleck**

## **11 A.O.B:**

A member of the public wished to pick Russet apples from our orchard. D Affleck will accompany them and ask for a donation. Agreed by all.

**All Trustees**

### **Orchard work.**

It was agreed that we would wait until the start of the new-year when the Chairman of the Parish Council and other possible community volunteers may be in a position to help. In the meantime should an alternative solution be available then we would look again as to the best way forward.

**Secretary**

### **Card reader.**

The Secretary has been in contact with Ian Adlington, Sampford Peverell Village Hall, re the purchase and use of a card reader. Sampford Peverell Village Hall have recently purchased a card reader. The Secretary asked Ian to keep him informed as to the effectiveness, or not, of the electronic reader.

**11 A.O.B continued:**

**Boiler and energy issues.**

**All Trustees**

It was agreed that we will try to keep our current boiler going for another year when then it might well need renewing? Furthermore it was agreed that larger and bolder signage was necessary to remind hirers of their responsibility to turn off radiators and lights at the end of hires. If this proves unsuccessful then further measures / actions will need to be identified.

**Warm space.**

**We live in difficult times.**

**HCA rep.**

Halberton Community Association are due to meet shortly to discuss and try to identify the community need for “warm space areas”. The committee wished the HCA to know that Village Hall facilities could be made available as part of any potential warm space initiative.

**Mid Devon Singer representative.**

We are still trying to contact a Mrs Jenny Beasley who has unpaid hire bills of £400. The Mid Devon Singer representative will speak to his wife who he thinks may know her contact details?

**All Trustees**

It was agreed that future committee meetings would be held in the smaller committee room in order to minimise our energy usage.

**Meeting closed: 9.03pm**

**DONM: 15<sup>th</sup> November 2022**

Tuesday 15<sup>th</sup> November 2022 at 7.30pm in the Committee Room.

## **AGENDA**

- 1 Apologies**
- 2 Public Forum**
- 3 Minutes of Last Meeting**
- 4 Matters Arising**
- 5 Correspondence**
- 6 Treasurers Report**
- 7 Halberton Village Hall website**
- 8 Fundraising**
- 9 On-going Development Project**
- 10 Repairs and Maintenance**
- 11 A.O.B**

*Date of next meeting Tuesday TBD*

**Additional points for consideration for the November meeting:**

- “Ticker tape” message display system.
- Update risk assessment in light of steps / fire exit to the Mid Devon Show room.