

Halberton Village Hall Management Committee
Minutes of the meeting held in the Jubilee Room 18th February 2020 at 7.30pm

Present

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

1. Apologies:

J.Canning

2. Public Forum:

No issues raised.

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:

Additional information: The cost for paying someone to check the hall regularly was found to be cost prohibited and the idea was dropped.

All Trustees

Item 5: A new coffee machine has been purchased.

All Trustees

Item 6: After receiving a second quote for blinds in the Committee and Jubilee rooms it was decided to accept Hilary Blinds quotation and instruct them to do the work.

Chairman

Item 8: One quote of £650 has been sourced to supply, cook and carve the pig which is big enough to serve 100 plus people comfortably.

Secretary

Item 11: Our WIX website contract has been renewed for two years (not one) on a special offer.

Secretary

Item 12: Mr Nigel Cuthbert will clear the access to the new proposed entrance area to the Mid Devon Show office.

Chairman

5. Correspondence:

The Chairman has been contacted by the Bee Association about the possibility of having a Bee Hive at the top of our orchard. All agreed that this would be an environmentally very good idea. Work has started and will be finished when the weather improves.

Chairman / All Trustees

6. Treasurers Report:

The bank balances were as follows:

Santander	£27,928.08
HSBC Affirmative Account	£11,387.64
Total	£39,315.72

NB Large outstanding bills yet to be paid.

Gas	£ 840.91
To B.Corden	£1010.48
<i>Total</i>	<i>£1851.39</i>

Treasurer

7. Fundraising:

May Fayre and Duck Race:

All Trustees

It was proposed by B.Corden and seconded by D.Affleck that we offer a choice of beef burgers, sausages and pork that is cooked as a joint in our kitchen oven. **No pig roast.**

Unanimous

All Trustees

It was proposed by B.Corden and seconded by J.Austin that we confirm the May Fayre date as being Saturday 16th May 2020.

Unanimous

All Trustees

Pudding Night:

This event will happen and will be discussed in more detail at the March meeting.

Chairman/ All Trustees

All Trustees were asked to consider forms of entertainment that we could host at this year's May Fayre. Any suggestions to be sent to the Chairman prior to the 10th March which is the final deadline submission date for the next parish newsletter.

8. On-going Development Project:

Over flow car-parking:

P.Grabham / K.Browse

The pathway to the orchard will be cleared soon. Over flow car-parking is very much our number one priority and is work in progress. The poor weather has hindered any progress so far.

K.Browse

The loft space areas have "moved on" and the work is still work in progress. It was proposed by K.Browse and seconded by R.Stevens that we investigate the cost of "safe walking access" to the roof area.

All Trustees

9. Hallmark Scheme:

The Hallmark 3 criteria are being implemented evidencing good management of our community building.

Website sub-committee

10. Website Update:

Approx 775 hits to date with many new visitors. More feedback still required.

The new on-line calendar was discussed and it was proposed by B.Corden and seconded by D.Affleck that we "go live" as soon as possible.

Unanimous

The committee unanimously thanked Rob Stevens for all his input and hard work in creating and managing our excellent Web Site.

Chairman

11. A.O.B:

The Chairman has arranged for the window lock and the fan in the disabled toilet alongside the History group to be repaired / replaced.

Treasurer

The rebate tariff on our solar panels will be paid in the next month or so.

All potential Trustees

Volunteers wanted to prune our apple trees. Please bring any loppers or shears you may have. It was decided to meet in the orchard this Friday the 21st February any time after 10.30am. **Nb weather permitting.**

All Trustees

The fitting of light motion sensors in the toilets was found to be cost prohibitive.

Meeting closed 9.25pm

DONM: 17th March 2020 at 7.30pm

Additional Information for February meeting:

- **Bee Hive in the orchard**
See minutes
- **Apple tree pruning**
See minutes
- **Loft space large room**
See minutes
- **Website up-date with new features of contact us and calendar pages.**
See minutes plus contact form has generated two bookings so far.
- **The switching off lights, fans and heaters**
Large coloured printed posters will be devised and strategically placed around the building reminding and informing hirers of the financial, environmental and safety reasons to turn off of appliances before leaving the hall.

Meeting of the Halberton Village Hall Committee

To be held on

Tuesday 17th March 2020 at 7.30pm in the Jubilee Room

AGENDA

1 Apologies

Public Forum

2 Minutes of Last Meeting – 5mins

3 Matters Arising – 5mins

4 Correspondence – 10mins

5 Treasurers Report – 10mins

6 Halberton Village Hall website – 20mins

7 Fundraising – 15mins

8 Ongoing Development Project - 10mins

9 Hallmark Scheme – 10 mins

10 A.O.B – 15min

Date of next meeting 21st April 2020

Additional Information for March meeting:

- Corona Virus