

Halberton Village Hall Management Committee
Minutes of the meeting held in the Jubilee Room on the 19th July 2022 at
7.30pm

Present

B.Corden, D.Affleck, T.Payne, R.Stevens, 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:

Village in Action. The Treasurer has signed up to receive their newsletter.

It was concluded that the Hall already has a suitable microwave and does not require a second one.

“Men in sheds” and a call for volunteers or professionals to do work in the orchard has been placed in the next edition of the newsletter.

5. Correspondence:

Christina has written to Barrie Corden, Co-Chairperson, confirming that Five Rivers have booked the Jubilee Room from September until October half term.

6. Treasurers Report:

The bank balances were as follows:

Santander £48,553.23

HSBC Affirmative Account £11,479.75

Total £60,032.98

All bills paid to date.

We are still with British Gas (48.42p per day standing charge; 25.99p per Kw hr.).

The Treasurer is investigating whether we are eligible for £200 cashback for staying with BG?

7. Website Update:

Bookings still coming through via the website.

8. Fundraising:

Our social monthly quizzes are ongoing.

No other “fundraising” events were suggested at this point.

9. On-going Development Project:

The committee are keen to move the mound of soil by the metal shed to the top of the orchard. The space created could create two additional car parking spaces.

Trustee, P.Grabham, will investigate.

All Trustees

All Trustees

Treasurer

Treasurer

Trustee
P.Grabham and
Co-Chairperson
B.Corden.

10. Repairs and Maintenance:

Secretary

We have received two quotes. The Committee agreed to accept SOS GROUNDWORKS quote. The Secretary will inform them of our decision and get a start date for the work. The Committee agreed that should other work be identified whilst SOS GROUNDWORKS are on site we ask them to do the work as extra on top of the original quote.

**Co-Chairperson
B.Corden**

As already agreed the old wooden toilet windows needs to be replaced with UPVC. Victoria Windows are meeting B.Corden on the 4th August to discuss this and the replacement of other wooden windows.

11 A.O.B:

All Trustees

Co-Chairperson B.Corden has spoken to C.Bending who wishes to stand down as a Trustee.

All Trustees

The Charities Commission report has been sent electronically. Receipt of the report has been acknowledged electronically.

Hallmark Sub-Committee.

Our risk assessment document needs to be updated. The Hallmark Sub-Committee will meet on Tuesday 2nd August 7.30pm in the Jubilee Room. The Secretary will email those involved (BC, DA, JA& RS).

Secretary

The Secretary will contact Martin Rich, Devon Communities Together, to find out what needs to happen next as our Hallmark 3 award expires this month.

**Co-Chairperson
D.Affleck**

Co-Chairperson, D.Affleck, has researched the purchase of a stainless steel cooker hood with chimney. We can purchase from Marks Electrical for £359 including VAT. Fitting not include in the price. The hoods pipework would need to be connected with the existing ceiling extractor fan.

It was proposed by B.Corden and seconded by C Graham that we purchase the cooker hood from Marks Electrical.
Unanimous.

All Trustees

The dish washer switch on the wall had burnt out and needed to be replaced. The work has been done and the £134 bill paid.

Lorriane, Mid Devon Singers, asked the Co-Chairperson B.Corden, if it would be possible to keep their electric piano on our premises between hires.

Trustee T.Payne

After a wide ranging discussion it was proposed by K.Browse and seconded by P.Graham that we allow MiDS to keep their electric piano in the library, at their own risk, for a trial period of one month. After this time the Committee will look at this again. It was also agreed that the Co-Chairperson, B.Corden, will inform our insurance company.
Unanimous.

**Co-Chairperson
B.Corden**

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B.Corden**

Co-Chairperson, B.Corden, mentioned that the outside of the building need sweeping and cleaning. B.Corden will speak to our cleaner.

All Trustees

Partial road closures, 22nd – 26th August, could affect Village Hall day hires which we will need to inform when we receive further information.

Meeting closed: 9.00pm
DONM: 20th September 2022

Tuesday 20th September 2022 at 7.30pm in the Jubilee 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 18th October 2022

Additional points for consideration for the September meeting:

- Winter fuel costs.