

Halberton Village Hall Management Committee
Minutes of the meeting held in the Jubilee Room on the 18th January 2022 at
7.30pm

Present

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

1. Apologies : K.Browse and T.Payne.

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:

History Group:

The History group have decided to “soldier on” until at least June. Trustee D.Affleck represented the Village Hall at a recent meeting and informed the committee that discussions were both constructive and helpful.

Road signage:

Still very much work in progress.

Laying of tarmac and associated works:

Handrails will be fitted on Wednesday 19th January. Tarmac is very much work in progress

5. Correspondence:

The Secretary has received an email from the welfare officer of Mid Devon Singers (copy attached to the minutes).

A Mrs Wellman has hurt herself when trying to access the building from galvanised unlit steps alongside the Jubilee Room. Trustees could not understand why she did not access the building via the lit car park and hence made it clear to MiDS that we have no liability in respect of this incident. The incident was recorded in the accident log.

Since we have put a chain across the bridge gate leading to the roof entrance door to the loft. The chain will have a sign attached saying “NO ENTRANCE”.

6. Treasurers Report:

The bank balances were as follows:

Santander	£49,397.68
HSBC Affirmative Account	£11,457.16
Total	£60,854.84

All bills paid up to date.

The Treasurer has a VAT query to resolve.

The Treasurer will investigate fixing our electricity costs. It was suggested she contacts British Gas for a quote.

7. Website Update:

We have had further bookings, via our website, since the last meeting

Trustee, D.Affleck will assist the Secretary in the updating of our website.

Hosting fees and domain fees are now due.

Trustee
P.Grabham

Trustee
P.Grabham

MiDS Rep and all
Trustees

Treasurer.

Secretary and
Chairman

8. Fundraising:

All Trustees

The Queens Platinum Jubilee celebrations are scheduled for the 2nd, 3rd, 4th and 5th of June 2022. The Village Hall will be hosting the Platinum Jubilee Duck Race on Saturday the 4th June. The Parish Council, Halberton Community Association and the Village Hall will be hosting the Platinum Jubilee Big Lunch on Sunday 5th June. Further details to follow.

Chairman

A quiz is scheduled for Saturday 5th February 2022.

9. On-going Development Project:

**Trustee
P.Grabham**

Overflowcarparking:

After a wide ranging discussion it was proposed by B.Corden and seconded by C.Graham that we investigate the feasibility of any proposed over flow car parking amenities.

Unanimous.

10. A.O.B:

**Trustee
J.Anderson**

Trustee Mr J.Anderson mentioned that we appear to have rather slow broadband internet speed. It was proposed by J.Anderson and seconded by B.Corden that we investigate our broadband speeds and providers.

Unanimous.

**Chairman
Bookings Secretary**

It was noticed that “things” have not been “turned off” at the end of hires. It was suggested that a small, brightly coloured, information leaflet be passed out to hirers reminding them of their responsibilities at the end of hires.

Chairman

Victoria Windows have confirmed that they will be renewing the Mid Devon Show window and door on the 11th February 2022.

Treasurer

The hot water boiler in the Mid Devon Show rental ruptured and as been replaced by our engineer at a cost of approximately £380.

Chairman

The Community Room is very damp. We need to buy our own dehumidifier. It was proposed by B.Corden and seconded by D.Affleck that we buy a good dehumidifier costing about £160 to £200.

Unanimous.

All Trustees

Mrs Cuthbert will audit our annual accounts. The accounts will be ready shortly. Committee members realise that we pay Mrs Cuthbert about £100 for her auditing work. Our AGM will be on Tuesday 15th February 2022 in the Main Hall / Jubilee Room? At 7.30pm. The committee will need to meet at 7.15pm to ratify the accounts.

Secretary

Trustee, Mr T.Payne, mentioned the possible need to buy a carbon dioxide monitor, The Trustees discussed this proposal. After a wide ranging discussion it was decided that we will await the Mid Devon Singers trial of a monitor and receive their feedback. The Secretary will email Mr Payne with our decision and enquire what COVID ventilation precaution the Singers are following at present.

All Trustees

The Chairman reminded Trustees that we all agreed to take out a three year insurance agreement with Allied Westminster.

The Secretary informed the Trustees that he will be standing down as Secretary after the AGM. However he is prepared to monitor and update our website if elected as a Trustee on the committee.

Meeting closed: 9.00pm

DONM: 15th February 2022

Next meeting Tuesday 15th February 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 A.O.B:**

Date of next meeting 15th March 2022.

Additional points for consideration for the February meeting: