

**Halberton Village Hall Management Committee**  
**Minutes of the meeting held in the Jubilee Room 21st May 2019 at 7.30pm**

**Present**

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

**1. Apologies:**

None.

**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:**

We have now received a re-quote from Mr Hourican to replace the LED lights in the main hall. This new quote was £300 more expensive (approx. £1400). It appears that the various electricians, who originally quoted for the work, have not quoted to the same specification and hence re-quotes from them will be required before we can make a final decision at the June meeting.

**Chairman**

**Chairman /  
Secretary**

Mrs Linda Lee's oil painting of the canal by Dudley Weatherley has yet to be hung in the Jubilee Room.

**Chairman**

The Fire drill practice letter and conditions of hire document will be sent to all regular users of the Hall as agreed at the April 2019 meeting.

**5. Correspondence:**

No correspondence.

**6. Treasurers Report:**

The bank balances were as follows:

Santander	£24,762.21
HSBC Affirmative Account	£11,327.75
<b>Total</b>	<b>£36,089.96</b>

*All bills paid to date.*

The May Fayre and Duck Race made a profit of £1,263 minus expenses.

**7. Fundraising:  
Centenary Celebrations:**

A lovely event enjoyed by all who attended.

**May Fayre and Duck Race:**

**Secretary**

The duck race “tradition” of someone falling out of the boat into the pond needs to stop unless we can convince a younger person to “perform the act”.

**Chairman /  
Secretary**

The inflatable boat used on the day belongs to Mr Andy Miller who moved out of the Village a few years ago. Mr Miller no longer wants the boat and has given it to the Village Hall. The boat will be deflated and stored in the loft space.

**All Trustees**

A letter will be sent to the Stevens family thanking them for the use of their duck pond for the duck race. Thanks also to all those who supported the business race and to Ray Radford for sponsoring the event. A thank you also to Morrison’s of Tiverton for donating a small hamper as a draw prize.

**Other fundraising activities:**

It was suggested that we hold a pudding night perhaps in September. This will be an agenda item for the July meeting.

**8. Ongoing Development Projects:**

**Chairman /  
Secretary**

**Attic space:**

Work progressing very well. LED lighting will be fitted as soon as possible.

**All Trustees**

**Over flow car parking:**

This is very much work in progress. It remains the Trustees number one priority.

**All Trustees**

**Tables and Chairs:**

Ken Browse was asked to update the Committee on the acquisition of the new tables and chairs. Ken will work out a competitive price before the June meeting of the Committee. The Committee wished to record their thanks to Mr Browse.

**Chairman**

With the acquisition of new chairs some other chairs are now “surplus to requirement”. It was agreed that these chairs be given to Saint Andrews Church should they require them.

**9. Hallmark Scheme:**

**Hallmark Sub-  
Committee**

The Sub-Committee have agreed to meet on Wednesday 22nd May in the Jubilee Room at 7.30pm in order to start work on our Hallmark 3 submission. The Sub-Committee will report back to the full Committee at the June meeting.

**10. Village Hall website update:**

**All Trustees**

The Secretary updated the Trustees about the latest website pages. Clicking on the feedback and suggestions link opens a page that will allow any visitor to post feedback for consideration by the committee.

Clicking on the Trustees link at the bottom of the Home page will require a password (given to Trustees at the meeting) that will open a page of current works that we are doing in order to progress our development project(s). Many items on this page are necessary to satisfy Hallmarks 2 & 3.

It was noted that we have had 150 “hits” so far with our website now being ranked within the top four with a Google search of Halberton Village Hall.

Trustees wished to minute their thanks to the Secretary for designing the website and getting it “up and running”.

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

The roadside wall has now been completed by Halberton Builders who have been paid for the work.

**All Trustees**

In January 2020 it was agreed that some work needs to be done in the orchard.

**Various Trustees**

It was agreed that we should try to get a telephone emergency point in the Committee Room cupboard. The cupboard will be locked.

**Secretary**

The Tower system and printers are not working and will be scrapped.

**Ken Browse**

The Secretary has sourced various all in one printer's with prices around about £260. Ken Browse has recently bought a Epson inkjet Ecotank all in one printer (<https://www.epson.co.uk/products/printers/inkjet-printers/for-home/ecotank-et-4700>) which is apparently 90 % cheaper to refill compared to LaserJet printers. It was suggested that Ken evaluate this printer over the next month and reports back his findings at the June Committee meeting.

**Secretary**

The Secretary has purchased a pair of Walkie Talkies for use in the Village Hall especially when fire alarm checks are being done. These walkie talkies cost about £21.

Meeting Closed: 8.52pm

DONM: 18<sup>th</sup> June 2019

# **Meeting of the Halberton Village Hall Committee**

To be held on

**Tuesday 18th June 2019 in the Jubilee Room**

- 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 16th July 2019*