

**Halberton Village Hall Management Committee**  
**Minutes of the meeting held in the Jubilee Room on the 23<sup>rd</sup> May 2023 at**  
**7.30pm**

**Present**

B.Corden, P.Grabham, J.Anderson,, D.Affleck, C.Graham, R.Mayes, K.Browse.

**1. Apologies :** R.Stevens

**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 Joint Chairperson, D.Affleck.

**4. Matters Arising:**

Work on phase two of our fire risk action plan will be completed on Tuesday 30<sup>th</sup> May.

**5. Correspondence:**

Trustee, Robin Meyes, presented detailed information regarding asbestos. See agenda item 11.

**6. Treasurers Report:**

The bank balances were as follows:

Santander	£14,107.06
HSBC Affirmative Account	£47,128.31
<b>Total</b>	<b>£61,235.37</b>

*All bills paid to date.*

**7. Website Update:**

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

**8. Fundraising:**

The May Fayre and Duck Race was a very good day. After a brief discussion it was agreed that we will consider, at a later meeting, the format of the 2024 event. Over £1000 already banked with all bills paid. Our duck race sponsors money of £150 has not yet been banked.

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

The area for our over-flow car parking spaces needs clearing. Trustee, P.Grabham, hopes to start this work sometime in the summer. **Nb the soil will be taken and distributed to the area above the main orchard.**

**10. Repairs and Maintenance:**

We have a quote for a replacement boiler from AJD heating.  
Two more quotes sought.

Secretary

All trustees

Trustee  
P.Grabham

All Trustees  
K.Browse  
R.Stevens

**11. Additional points for consideration at the May meeting:**

**Sub-Committee members**

Mid Devon Show Lease

Trustees Barrie Corden, Rob Stevens and Ken Browse to be our sub-committee to discuss and report back to the full committee at a later meeting.

**Trustee  
J.Anderson**

Asbestos Survey

Three quotes sought. Trustee, Robin Meyes, advised that there could be serious penalties for non-compliance. Trustee, J.Anderson to seek additional information from Martin Rich on our legal requirements.

**Co-Chairperson  
B.Corden**

Pressure Washing

Need to contact Pro-Clean to undertake this work.

**Co-Chairperson  
D.Affleck**

Food Hygiene Inspection

Work in progress

**All Trustees**

Purchase of electronic Card Reader(s)

To be discussed at the June meeting. Trustee, R.Stevens, to obtain costs etc

**Trustee  
J.Anderson**

The Enterprise Village Hall Project

Trustee, J.Anderson, will investigate joining this project as part of the DCT.

**Co-Chairperson  
B.Corden**

**12. A.O.B:**

It was agreed to ask our grass strimmer, Nigel Cuthbert, to leave some edges for wild flowers to grow.

**Trustee  
K.Browse**

There has been an offer from a resident to strim the orchard field. Trustees Ken Browse will pursue this.

**Co-Chairperson  
B.Corden**

The committee discussed the work done by the Chairman of the Parish Council for the pruning of our apple trees. It was unanimously agreed that the Co-Chairperson, B.Corden, buy wine up to a value of £45 as a thank you to him.

The committee discussed the positioning of the projector screen in the main hall (level when down) and future position of the projector.

**Meeting closed: 9.15pm**

**DONM: 20<sup>th</sup> June 2023**

Next meeting Tuesday 20<sup>th</sup> June 2023 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 See additional points for consideration**
- 12 A.O.B:**

*Date of next meeting 18<sup>th</sup> July 2023.*

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

- Purchase of an electronic card reader(s).
- Deciding on the new boiler quotes.
- MDS sub-committee will not meet until after the MDS ends.
- Quiz Night Master (Ivor Payne) retires the end of this year. **New Quiz Master required.**
- Over –flow car-parking. Speak again to the various landowners?
- Fire extinguisher checks are now done for another year.
- Chair-person, B.Corden, has been told there is no water in the Jubilee Room kitchen.