

Halberton Village Hall Management Committee
Minutes of the meeting held in the Jubilee Room on the 20th June 2023 at
7.30pm

Present

B.Corden, P.Grabham, C.Graham, R.Mayes, K.Browse and R.Stevens.

1. Apologies : D.Affleck and J.Anderson.

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, B.Corden.

4. Matters Arising:

Food hygiene log book now being kept for the monthly quizzes.

Trustee J.Anderson will update the committee regarding the Enterprise project.

Trustee J.Anderson will update the committee regarding asbestos advice.

Strimming of the orchard is “work in progress”.

Co-Chairperson, B.Corden, has contacted Proclean about an estimate for pressure washing areas of the Village Hall.

Wine, as a thank you, to the Chairman of the Parish Council for pruning our apple trees will be purchased shortly.

5. Correspondence:

Trustee, K.Browse, has been at a meeting with the Mid Devon Show Trustees who have asked we install central heating radiators in their leased premises. This request has resulted in our boiler upgrade to be paused until we are sure that any upgrade will deal with the extra heating requirements. It was also noted that the premises feel damp with an odour perhaps from a drain cover not being properly sealed? With this in mind it was agreed that we will have to update our boiler quotes to include this additional work and our MDS sub-committee meet with the MDS Trustees once their show is finished.

The Secretary has received a quote of £695 for the final phase of our Fire Alarm Action Plan work. It was proposed by K.Browse and seconded by C.Graham that we accept this quote and ask our electrician to do the work as soon as possible.

Unanimous

6. Treasurers Report:

The bank balances were as follows:

Santander	£14,937.90
HSBC Affirmative Account	£47,128.31
Total	£62,066.21

All bills paid to date.

We are now getting better interest on our monies.

The Treasurer will take a current reading of our feed in tariff meter.

Co-Chairperson
D.Affleck

Trustee J.Anderson

Trustee K.Browse

Co-Chairperson
B.Corden

Co-Chairperson
B.Corden

Trustees
B.Corden
K.Browse
R.Stevens

Secretary

Treasurer

Secretary	<p><u>7. Website Update:</u> We have had further bookings, via our website, since the last meeting</p>
Co-Chairperson B.Corden	<p><u>8. Fundraising:</u> The monthly quiz nights continue with the need to organise for someone to provide supper for the July quiz.</p>
Trustee P.Grabham	<p><u>9. On-going Development Project:</u> 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.</p>
	<p><u>10. Repairs and Maintenance:</u> See agenda item 11 – Boiler upgrade.</p>
Secretary	<p><u>11. Additional points for consideration at the June meeting:</u> <u>Purchase of electronic card readers:</u> After a wide ranging discussion it was proposed by K.Browse and seconded by P.Grabham that we further investigate this purchase after consulting with Sampford Peverell Village Hall Secretary and Trustee J.Anderson. <i>Unanimous</i></p>
Trustees B.Corden K.Browse R.Stevens	<p><u>Boiler Upgrade:</u> As already mentioned in agenda item 5 we need to upgrade quotes to include central heating radiators in the Mid Devon Show leased premises.</p>
Trustee R.Mayes	<p><u>Quiz Nights</u> Our quiz master Ivor Payne finishes at the end of this year. We need a new quiz master and Trustee, R.Mayes, volunteered to be quiz master:</p>
All Trustees	<p><u>Fire Extinguisher annual check:</u> The checks have been done and the certificate issued.</p>
Bookings Secretary	<p><u>No water in the Jubilee Room:</u> No problem found. The Bookings Secretary will confirm with Jubilee Room hirers that hot water is available.</p>
Co-Chairperson B.Corden	<p><u>To once again make enquiries about the purchase of land for over flow car-parking:</u> After a wide ranging discussion it was agreed that we contact the adjacent land owner about the possibility of purchasing a strip of land with no right of way.</p>
All Trustees	<p><u>12. A.O.B:</u> The Traffic committee want to install a 20mph flashing traffic calming signage in our garden plot on the main roadside.</p>
Trustee K.Browse	<p>Trustee K.Browse, mentioned the “community growing area” scheme and our possible involvement in helping fund raise perhaps as part of our apple pressing day? It was agreed that once the Parish Council have more detail about the scheme we will discuss this.</p>

Meeting closed: 8.34pm

DONM: 18th July 2023

Next meeting Tuesday 18th July 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 15th August 2023.

Additional points for consideration for the July meeting:

- *Update on our fire alarm action plan.*
- *Update on our boiler replacement.*
- *Asbestos working party update.*
- *MDS and VH sub committees re- MDS lease*
- *Discussion on the format of our 2024 May Fayre*
- *Redecoration of the main hall?*