

**Isle Abbotts Village Hall Committee Meeting
Wednesday 10th June – 7.30pm at the Village Hall**

AGENDA

- 1) Apologies
- 2) Minutes of last meeting (13th May 2009)
- 3) Matters Arising
- 4) Treasurer's Report
- 5) Secretary's Report
- 6) Future Events:
 - International Wine Tasting – 13th June
 - Summer Ball – 4th July
 - Queens College Swing Band
- 7) Any Other Business
- 8) Date of Next Meeting

Isle Abbots Village Hall Committee Meeting

Wednesday 10th June 2009

Attendees: Robbie Robson (Chair) Dave Bradshaw (Treasurer), Diane Lucas, (Secretary) Susan Robson, Maureen Bradshaw, Sarah Lucas, Jo Morris, Kathleen Phillimore, Lesley Sutcliffe, Peter Watts, Jackie Jay

Apologies: Maureen Boyman, Tracy Lanfear, Helen Evans, Linda Adams, Emily Colenso.

Minutes of the last meeting (13/05/09) were read and approved. Playgroup charges should read £8.50 a session, not per hour and has been amended on AGM minutes.

Matters arising The insurance issue is still being sorted by Dave. Sarah confirmed that the playgroup has 2 keys to the hall and 1 key for the shed. Diane has done the notices for the kitchen re: unloading dishwasher & turning off the water heater and a thank you letter to Sara's Dairy for their donation of cheese for the AGM. The hire charge re: committee members was clarified and it was agreed that the hall charge would be at the same rate as non-committee members as they are very reasonable rates. However, any committee members wishing to hire crockery & cutlery may do so for a donation. Robbie is in the process of putting together a quarterly newsletter and the 1st issue will be out by the end of June. Adverts may be placed for a small charge to get some income as well as enabling villagers to dispose of/acquire certain items.

Treasurer's Report Dave reported that the balance shows at £366.22 but in reality we have £748 as available income once other monies have been paid in. We have received the second half of the grant money from the parish council. On the expenses side, the kitchen is completely paid for. The electricity account is paid by monthly direct debit (£65) and the meter reading for this quarter will be £180 but it should go down next time.

Secretary's Report As covered in matters arising, notice & letter has been done.

Future Events

International Wine Tasting Evening – Saturday 13th June 7.30.

- 6.30pm arrive to set up tables, chairs etc.
- Trestle tables down the middle for wine & small tables around the outside, food tables near the kitchen. Lesley & Sue – banquet roll & napkins. Lesley to make the tables look international.
- 7pm Food preparation – Jackie (bread, pickle, salad garnish, Carrs water biscuits)
Di (Cheese selection)

- Wine etc. should be set up from 7.30. by wine merchant ready for willing participants!
- Singers will round off the night

Summer Ball – Sat 4th July

Robbie has confirmed with John Medcalf that 1-1.30am finish is acceptable.

- Tickets will state carriages at 1am. Emily has done the posters and should appear around the village in the next day or two. Tickets are also done and just need further printing. **Jo** will be pounding the village highways soon, but took orders from members present.
- Marquee erection needs to be on Tuesday 30th June, weather permitting.
- Stage is being hired from Fivehead for a donation and will be collected Wednesday/Thursday.
- Food tent – Various people in the village have party tents.

Robbie to ask Danny/Tony or Alistair. The need for good lighting was emphasised.

- Portaloos – **Robbie** to make further enquiries for a male & female loo & book.
- Extra tables & chairs: **Di** to contact Jan at Ilton hall.
- Disco. Peter has been able to find a disco, not easy at this late stage, costing £175. It was felt that it was necessary as jazz is not to everyone's taste. **Peter** to book.
- Menu – The food sub-committee have met twice to discuss and cook/taste options. The main course will consist of Stuffed chicken breasts (choice of filling) and Salmon en croute to be accompanied by salads and hot new potatoes. The vegetarian option is still to be sorted (liaising with Jackie). A selection of desserts is to be purchased at reasonable rates through Jo Morris as well as a cheese board for those without a sweet tooth.
- Bar – Peter expressed concerns regarding the bar. A rota needs to be drawn up for those available. Lesley suggested some of the younger ones (over 18s) might be willing to a stint on the bar for a slightly reduced ticket. **Tracy** to be asked to organise Bucks Fizz.

Real ale & cider are very popular these days and Sarah reported that at the recent goat races supplies soon ran out!

Waiting staff: **Di** has got Catherine Male (16) and will ask Mollie Welch and keep trying to make contact with Megan Toon. Other suggestions were made for local girls.

Jo suggested Heads & Tails as an icebreaker & money earner, and an auction and a raffle was suggested. It all depend on what prizes can be obtained!

Robbie will draw up a plan of action regarding the setting up of this event.

Autumn & Winter Events

The Church is holding an Open Tower evening 15th August.

A September event was provisionally planned for Sat.12th Sept – to be discussed at a later date.

4th October – Joint Harvest Lunch with Church.

Peter suggested doing a Poems & Puds Booklet to incorporate self penned poems and pudding recipes. Robbie to include in newsletter.

Senior Citizens Christmas Meal – This is provisionally arranged for Saturday 5th December. (Fivehead's is on Tuesday 8th December).Jo has a grant form from SSDC to complete asking for £300 to fund this. Failing that, she is willing to approach local businesses to sponsor it.

Next year: Queens College Swing Band – John Medcalf to be asked for next summer re; his garden and the suggestion was made that any profit be split with him for a charity of his choice. Peter to discuss dates.

Reminder: provisional booking of marquee for a wedding next year 10/07/10

The meeting finished at 9.45.

Date of next meeting: Monday 29th June 7.30. at the village hall to finalise Summer Ball arrangements

Account Balances
As of 10/06/2009 (in U.K. Pounds Sterling)

Account	10/06/2009 Balance
Bank Accounts	
Business Premium Account	3.19
Current Account	635.43
TOTAL Bank Accounts	638.62
Cash Accounts	
Cash Account	68.89
TOTAL Cash Accounts	68.89
Asset Accounts	
Customer Invoices	232.50
TOTAL Asset Accounts	232.50
Liability Accounts	
Liability	-232.05
VAT Control	0.00
TOTAL Liability Accounts	-232.05
OVERALL TOTAL	707.96

Banking Summary

06/04/2009 Through 10/06/2009 (in U.K. Pounds Sterling)

Category Description	06/04/2009- 10/06/2009
INCOME	
1.Bank Interest	0.24
2.Grants	
Kitchen	150.00
TOTAL 2.Grants	150.00
3.Village Hall Income	
Hall Hire & Donations	30.00
Singing Group	40.00
TOTAL 3.Village Hall Income	70.00
4. Events income	
Poems & Puds	
Raffle	57.10
Tickets	229.00
TOTAL Poems & Puds	286.10
TOTAL 4. Events income	286.10
TOTAL INCOME	506.34
EXPENSES	
Uncategorised	0.00
2.Kitchen Refit	
Fitting	3,145.25
Flooring	345.00
Opening	50.81
Sundry Materials	33.01
Units	-28.14
TOTAL 2.Kitchen Refit	3,545.93
3.Village Hall expenses	
Electricity	130.00
Fire Certification	63.54
Grass cutting	48.00
Maintenance	56.69
Water charges	27.99
TOTAL 3.Village Hall expenses	326.22
4.Events Expense	
2009 Ball	
Licence	21.00
TOTAL 2009 Ball	21.00
Poems & Puds	
napkins Etc	5.00
Speaker	25.00
TOTAL Poems & Puds	30.00
TOTAL 4.Events Expense	51.00
6.Other Expenses	
Committee Expenses	25.62
TOTAL 6.Other Expenses	25.62
TOTAL EXPENSES	3,948.77
TRANSFERS	
FROM Business Premium Account	3,804.00
FROM Cash Account	682.98
TO Current Account	-4,486.98
TOTAL TRANSFERS	0.00
OVERALL TOTAL	-3,442.43