

# **Isle Abbotts Village Hall Committee Meeting**

## **Wednesday 9<sup>th</sup> June 2010 at Village Hall 7.30.pm**

**Present:** Robbie Robson (Chair) Lesley Sutcliffe (Treasurer), Diane Lucas (Secretary)  
Linda Adams, Dave & Maureen Bradshaw, Emily Colenso, Peter Herbert, Tracy Lanfear, Sarah Lucas,  
Jo Morris, Kathleen Phillimore, Susan Robson & Peter Watts

**1. Apologies:** Maureen Boyman, Helen Evans

**2. Minutes of the last meeting** (04/05/10) were read and approved.

### **3. Matters arising**

#### **a) Hallmark 1 & 2**

**Resolution to move AGM date to May** Dave explained that the Trust Deed states the AGM should take place in November. However, he has contacted The Charity Commission, who told him The Charities Act 2006 allows changes via resolution by trustees. By moving the date to May it enables the Treasurer to finalise all the accounts in good time for AGM.

Proposal: To move the AGM date to May

Proposed by: David Bradshaw

Seconded by: Kathleen Phillimore.

Everyone voted in favour of this proposal.

**Official co-option of Tracy to the committee** The playgroup is represented by 1 member (Sarah) but as Tracy has valuable Treasurer experience with the Playgroup, the committee were keen to retain her.

Proposal: To co-opt Tracy Lanfear on to the Committee

Proposed by: David Bradshaw

Seconded by: Diane Lucas

Everyone voted in favour of this proposal.

David was thanked by everyone for all his valuable input regarding Hallmark.

**b) Swing Band & Disco Night 14<sup>th</sup> May** Everyone felt that the evening had been a great success.

The band & the disco were very good, pork rolls delicious. The only thing that could have been better was the weather as it was quite chilly which possibly prevented some people from staying on after the band had finished, although that may have been because they were not "into" disco music. The profit from the night was around £700 although we must not forget that the pork was free and that we owe the "marquee account" £200 for rent. Robbie has written a letter of thanks to Queens College band leader.

After a discussion we concluded that we may very well wish to book them again, but unfortunately they can only do certain times of the year (i.e up to mid May before GCSEs etc start, not September as term has just started & hectic), so that will have to be borne in mind.

#### **c) "Wish List" update**

i) Rob Gilbert's quote for roof insulation & floor – still no response

ii) Toilets: Will Vickery – Robbie is meeting with Will to discuss this & decorating the hall

iii) Heating/lighting/renewing wiring – Nigel Gillard has sent a checklist for exact quotes. He did say, however, that the wall heaters we have are ideal for our use and that the wiring does need updating.

iv) Decorating – see above

v) Windows – Jo says this will be done very soon

vi) Urn – Susan has been researching urns: 20 litre (110 cups) 10 litre (55 cups). The price range starts at £48 for 10 litre and goes up to £100, depending on the make (Burco, Swan etc). After discussion, where some people felt that it would be best to have 1 large (to share with Church), than 2 small ones (1 each and borrow each other's when necessary), it was agreed that Peter H ascertain the size of the old one to help us to decide.

vii) Marquee refurbishment – Geoff Colenso joined us at this point (Marquee Committee rep) and told those gathered that the panels that ideally we would like replaced, have eyelets with different spacing to more modern ones. Wooden pegs are also needed at 50p-£1 each.

**d) Marquee Hire Agreement & insurance** Robbie said that he had prepared a Hire agreement and Geoff, John & Peter W had copies. Geoff agreed to provide a Risk Assessment document regarding erection of the marquee and will liaise with Jo as regards the replacement cost for insurance purposes and the cost of the aforementioned panel. Diane has found from previous minutes that the marquee was purchased in 2003 at a cost of £2500 and a replacement panel at that time was estimated at £250 (South West Marquees, Frome).

**e) Re-roofing the shed** Tracy reported that the PG had 1 man come to quote but had no reply as yet, and that they intend to ask Will Vickery to quote. This could possibly be coincided with his meeting with Robbie at the hall.

Robbie added that all the documents the Parish Council had requested has been forwarded to them ready for their next meeting on 7<sup>th</sup> July.

**4. Treasurer's Report** Lesley reported that the balance currently stands at £4090, having recently had a boost of £713 from the Swing Band Night. She also thanked Dave Bradshaw for his support in setting up the accounts on her computer.

**5. Secretary's Report** Diane told those gathered that she had received the latest Community Council newsletter for Village Halls for circulation around the committee and pointed out one item that might be of interest, namely The School of Everything ([schoolofeverything.com](http://schoolofeverything.com)) This website helps people find local teachers, lessons and classes in all subjects and as a village hall we could advertise our facility, with the help of photos and maybe earn some extra income. See the newsletter for more details.

**6) Grants Report** Linda has written & tried to contact Les Collett several times re: £7000 and an update, but has had no reply as yet. Sue Steele will be seeing both Les & Derek Nelson (£500 promised) and will jog their memories. In the light of recent election events it may well be that such things are on hold.

## **7) Future Events**

**a) Village Revue – Saturday 4<sup>th</sup> September** Peter Watts suggested that an official DVD be done of the whole revue, as in the past various people have filmed clips from their own point of view. This of course would be a good fundraiser. Martin Rickitt has been approached to do this, possibly with the help of his son Richard, who has professional experience of these things. Everyone thought this a good idea.

**8) AOB** Dave warned everyone of a scam email doing the rounds, allegedly from Charity Commission. He also requested permission to buy coloured light bulbs, bayonet, 25watt, as soon they will be "extinct" and then our lighting "set up" for the marquee rendered useless! Everyone was in favour.

Robbie informed us that ROSPA had been touch re: village play equipment inspection. Apparently there has been some confusion at their end, coupled with computer problems. Robbie/Di to follow up.

The bank mandates need completing & signing by the signatories – see him after meeting for forms.

The PG were wondering where the recycling box has gone as Christine has paper she could deposit. Diane is to ring the Recycling team at SSDC.

Emily said Keep Fit owe rent and will pay now Treasurer is fully installed.

Finally, Jo said John Metcalf insists on paying for his tickets for events held in his garden. As a committee we would sooner he didn't, however, if we held a raffle at the revue in favour of his chosen charity (Childrens' Hospice?), we felt everyone would be pleased. Everyone agreed to this idea.

## **9) Date of next meeting - Wednesday 21<sup>st</sup> July at The Village Hall at 7.30pm**

Meeting closed at 9.10pm

Chairman's Signature \_\_\_\_\_ Date \_\_\_\_\_

