

Minutes of Meeting held on Monday 21st March 2016

Present

Committee: Karl Jenkins, Chair (KJ)
Amy Hayward-Paine, Secretary (AHP)
Carolyn Frostwick, Treasurer (CF)
Bill Barrie, Bookings (BB)

Group Reps: Lyn Easton, Parish Council (LE)
Jane Boulter, Pre-School (JB)
Sosannah Every, Tiddlywinks

David Tuffs

Members of the Public: David Tyler
Jenny Sanders

1	Apologies for Absence Jane Boulter Mark Paine (Interim Caretaker)	Action
2	Minutes of Previous Meeting Approved by CF and seconded by BB	
3	Actions from Previous Meeting <u>Fire Service inspection</u> CF looked into costs of Smith's Fire carrying out the fire inspection. CF reported that Smith's have not done a risk assessment for this before for the VH. Needs to be done every 5-10 years. The cost for this would be £350 +VAT. The committee discussed how feasible this was and whether we should do it ourselves. It was decided that we should get another quote; RB to see if the Ashley VH Chair could provide details of who (if anyone) they use. The audit needs to be done, as we want to decommission the fire exit door in the main room.	RB
4	Treasurer's Report CF presented the Treasurer's Report. The surplus to date is £1,500 and we are waiting for the PC pre-set payment of £500. Pre-School party to be invoiced by BB.	BB
5	Tiddlywinks Sosannah Every from Tiddlywinks attended the meeting. She introduced the Group to the Committee and gave an update on what the Group had been doing to attract new members, with posters being put up in Medbourne and surrounding villages in a bid to attract new families. The price per session has been put up to £3 from £2 however there is often a deficit in raising the required £18 per session due to	

	<p>attendance. DT will as some details onto the Parish website. Mrs Every flagged that there had been some dog mess on the lawn so the Committee organise a sign. Three names have been put forward as key holders (including names and email addresses). Tiddlywinks to provide the details around the number of days the money given covers so CF can work out whether fees for each session has been met. Monthly monies to be recorded and a note emailed to CF. VH to provide a combination padlock for Tiddlywinks shed and Caretaker to pop it down on 18th April. Caretaker to check outside padlock as it sometimes is stiff.</p>	<p>DT AHP</p> <p>SE</p> <p>MP</p> <p>MP</p>
6	<p>Fundraising KJ has had a meeting with Caroline Jack and it was felt that people in the village have to commit to attending events before we can put them on. With regards the Queen's Birthday Celebrations, CF suggested that a call for volunteers could be added to magazine. Dave Tyler would need 350 A5 copies for Friday. AHP to draft copy and add deadline to details. Copy to be circulated around committee. KJ to print out copies and give to Dave Tyler. RB asked that a call for volunteers could be added at the bottom of the note.</p> <p>AHP has a Waitrose JustGiving form and will draft copy and circulate</p> <p>KJ is getting costs for the paving slabs. He will speak to Gary Chisholm to see if Scouts will help with removing trees.</p> <p>RB asked what other fundraising events are planned. KJ confirmed that another Wine Safari would work with the VH being 'last house'. CF flagged that we should be looking at other events too as not everyone would want to go on a wine safari. The Meet the Neighbours event could capture more people.</p> <p>Dave Tyler asked if we had ever approached the Heritage Lottery Funding stream. KJ has not got the time to look into fundraising as this is a lengthy process. Rockingham Village Hall employed a professional fundraiser on a no win no fee basis with a project manager employed to manage the build. Dave Tyler will be able to find this detail out. David Tuffs flagged that we would need to have watertight building plans. KJ has currently not got the time to do this. Daphne Plunkett trust have new funding streams which they flagged to CF. RB knows of a fundraising stream mailing list which may flag up some opportunities and will advise.</p> <p>RB asked where we were with the main Hall. VH has committed £15k and a further £30k needs to be raised to generate enough money to complete the works. Question of whether the work to the main room should be done prior to getting Lottery Funding. So the best next step would be to get the plans drawn up</p>	<p>AHP KJ</p> <p>AHP</p> <p>KJ</p> <p>Dave Tyler</p> <p>RB</p>
6	<p>Other committee issues raised</p> <p><u>Green Bin Collection</u> CF reported that we have to write to HDC (done) and enclose a cheque for £40 to ensure the ongoing collection. Cheque countersigned and sent.</p>	<p>CF</p>

	<p><u>Main door frame</u> DT has a quote for the work, which includes removing the door and creating a new frame. The cost would be £525 +VAT. AHP and CF approved this. DT to move this forward. All work to be carried out in a safe manner as requested by RB. Hopefully this can be done over Easter.</p> <p>RB flagged that the fence at the back is rotten and should be looked at.</p> <p><u>Beacon at Nevill Holt to celebrate the Queen's 90th birthday</u> LE confirmed this is going ahead</p>	DT
	<p>Bookings ABC Gardens want to hire the space to promote their company on 17th April.</p> <p>We have been approached by an internet box company about using the walls for private boxes. AHP and RB not keen on this due to access in term time and building security. There might be issues with being placed on a listed building also. The committee declined this opportunity. CF asked if this opportunity could be flagged to the Sports Club.</p> <p>AHP has prepared the summary of booking conditions to be posted in the Hall and will pass to BB for comment. No parking on grounds to be highlighted</p> <p>We have taken a deposit for a booking in July but the hirer wants confirmation that the main room will be decorated before then. As this will not be feasible, BB to let her know and suggest deposit is returned.</p>	BB AHP / BB BB
	<p>AOB RB has asked if the Pre-School could add to the Espo order. RB to email items needed</p> <p>KJ suggested a regular direct debit to raise funds for the Village Hall for local residents. Would need to support this with an intensive fundraising campaign. RB suggested a VH 100Club. This could be an option for additional fundraising. RB to ask Ashley Village Hall how they do it</p>	RB / MP RB
	<p>Public AOB DT has donated his lawnmower to the VH. We need to look into space to store this. The committee thanked David and Margaret Tufts for the donation. KJ to store temporarily.</p> <p>Dave Tyler asked if the Defibrillator could be stored on an outside wall of the VH as there are issues with housing it by the Church. It needs to be housed underneath a streetlight. KJ to speak to listed planning officer to see if we could house it. A consideration needs to be given to insurances. CF to look into this with Broker. David Tyler has a quote for £1,500 per annum, seven-year guarantee. Could potentially be based on the Dr's Surgery wall and a light added. Dave Tyler to do a site visit with KJ. Committee agreed that we want to house the Def, subject to Listing approval.</p>	KJ KJ CF KJ / Dave Tyler

	<p>Jenny Sandars asked how often the VH is cleaned. AHP reported that this is done weekly by the interim Caretaker. The chairs need a clean; we cannot afford to replace these.</p> <p>The date of the next meeting is 18th April, which will be the AGM. AHP to re-send dates to the committee.</p>	
	There being no further business the Meeting closed at 9:03pm	