

Minutes of Meeting held on Monday 20th June 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 Bolter (JB) Pre-School

1	Apologies for Absence David Tuffs Mark Paine (interim Caretaker)	Action
2	Minutes of Previous Meeting Approved by LE and seconded by BB	
3	<p>Actions from Previous Meeting</p> <p><u>Fire Service inspection</u> This has taken place however the Report has not yet been received. CF to chase this up when the bill is paid.</p> <p><u>Defibrillator</u> KJ sent a letter outlining the plan to place the unit on the outer wall of the surgery to the Surgery. This has resulted in a positive response from the Doctor's. The Committee agreed that a review of the room rental needs to be reviewed as there has not been an increase for some time.</p> <p><u>Cleaning</u> CF has shown a cleaning company around and is awaiting a quote. The best time would be on a Monday before the Doctor's surgery takes place, between 12.30pm – 2.30pm. They have advised that an initial deep clean is required initially then regular weekly cleans. They will bring all materials with them (however we have a supply of cleaning materials). It was agreed that the company would have a three-month trial and they should have a key to allow ease of access. MP to provide a breakdown of what hours per month he works so costings can be assessed.</p> <p><u>York Stone Slabs</u> KJ has a quote for the supply of slabs. We would want to have a Medbourne Village Hall branded slab on door entrance. Proposed cost would be a minimum donation of £175. The stone is Crossland Hill Stone, size 200mm x 600mm x 50mm.</p> <p><u>Tiles</u> The roof tile has been mended</p> <p><u>Tree surgeon</u> Need a quote; JB to chase for an update</p>	<p style="text-align: center;">CF</p> <p style="text-align: center;">BB/CF</p> <p style="text-align: center;">MP</p> <p style="text-align: center;">KJ</p> <p style="text-align: center;">JB</p>

4	<p>Treasurer's Report</p> <p>The accounts were unchanged since the previous meeting although cheques totalling £475.00 from the Parish Council were handed to the Treasurer at the meeting. These were in respect of the rent due for meetings held by the Parish Council and the Neighbourhood Planning Committee.</p> <p>The Treasurer had met with a cleaning Company and was awaiting a formal quote for cleaning the Hall and the Doctor's surgery. Indications looked promising and the Company – ICP Cleaning from Market Harborough – has extensive knowledge of the specific regulations relating to medical centre.</p> <p>MP to re-send email re fundraising following the Queen's Tea party.</p>	MP
5	<p>Defibrillator</p> <p>Maintenance was raised and it was confirmed that this is not the responsibility of the VH committee.</p> <p>AHP has been liaising with the East Midlands Ambulance Service regarding getting the Defibrillator registered. It has been recorded as having partial access until there is full access on the external wall. The unit also needs to have a different code which requires it being sent back to the vendor. AHP to liaise with Dave Tyler on this.</p> <p>AHP to pass Dave Tyler the questions from the Free School Trust. The unit has been insured.</p> <p>Events</p> <p><u>Queen's Birthday party, 12th June 2016</u></p> <p>AHP gave an update on the event. We were really lucky with the weather and over 100 people attended. AHP thanked Catherine Hedgecott, Alex Griffiths, Jenny Hulett, Victoria Dunn, Jill Pemberton and Lyn Easton for their support, and a thank you note was placed on the Scout's notice board. The Committee also received a thank you card from the Scout's group which was appreciated.</p> <p>At a rough estimate over £100 was raised from sales of teas, coffees and alcohol. AHP to get monies to CF. Alex Griffiths is owed £20 for prize mugs, the rest were donated by her. AHP is owed money for purchase of alcohol.</p>	AHP AHP AHP
6	<p>Bookings update</p> <p><u>Saturday morning dance class</u></p> <p>There is interest in a regular dance class; BB to circulate details to the Committee. It was agreed that we would want to keep four weekends free for regular events such as the Fete giving notice when required. Would be term time only.</p> <p><u>Key safe box</u></p> <p>It was agreed that we should have one affixed to allow easy access for bookings. Ask David Tuffs to put this up.</p> <p><u>Main gate</u></p> <p>People are continuing to access the Hall via the paddock. We need a padlock with key, giving a key to the nurse.</p>	BB BB MP
7	<p>AOB</p> <p><u>Maintenance</u></p> <p>Weed spray has been purchased and will be used when it's dry. KJ to do this</p>	KJ
8	<p>AOB</p> <p><u>Bins</u></p> <p>The replacement black bin has been ordered and all bins have been clearly labelled.</p>	

	Reminder notices about the terms of hire and clearing up have been put up by AHP	
10	<p>There being no further business the Meeting closed at 8:49pm</p> <p>The date of the next meeting is: 19th September 2016</p> <p>Meeting dates for the rest of the year are as follows:</p> <p>18th July (cancelled) 19th September 17th October 21st November 19th December</p>	