

Minutes of Meeting held on Monday 21st November 2016

Present

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

Group Reps: Lyn Easton, Parish Council (LE)

Members of the public: David Tuffs

1	Apologies for Absence Jane Bolter; Alex Doe	Action
2	Minutes of Previous Meeting Approved by LE and seconded by BB	
3	<p>Actions from Previous Meeting</p> <p><u>Defibrillator</u> RB queried the point re first aid training of the Defibrillator; she questioned the use of funds and ongoing costs. CF has drafted a letter to Dave Tyler outlining how the money will be allocated which in part includes ongoing maintenance and running costs and ongoing training for use of the Defibrillator. KJ suggested that some monies should be allocated to certified first aid training and BB agreed. CF will amend the letter to include asking the Defibrillator committee if some of the funds could be used for first aid training. If they agree residents will be asked for their feedback. David Tuffs flagged that the information on how to use the Defibrillator should be included. RB to provide this.</p>	CF RB
4	<p>Treasurer's Report</p> <p>As at 21 November 2016 the accounts showed a surplus of £446.57. We are still awaiting the payment of £500 from the Parish Council in settlement of the funds collected from the village via the Council Tax. The recent meet the neighbours evening raised a record £272 for the event despite there being a smaller turnout than hoped for. The addition of a raffle boosted funds. Monies raised at fundraising events such as Meet the Neighbours will now be accounted for separately as part of the Village Hall Restoration Fund. Taking into account funds raised since 1st April – the start of the Financial Year – the Restoration Fund stands at £621.05</p>	
5	<p>Events</p> <p><u>Meet the Neighbours 15th November 2016</u> £272 raised on the evening. 58 people attended on the evening and more money raised than before, boosted by raffle. Feedback was that more publicity required in run up to the event including in the Hall itself.</p>	

	<p>Thank to everyone who contributed to the raffle prizes, including the Nevill Arms.</p> <p>It was suggested that a reusable banner could be used for every fundraising event – or even a special flag on the flagpole.</p> <p>RB to investigate a flag pole sign and Visaprint or similar for the outside railings. Committee needs to have a list of people to contact in advance of an event.</p> <p><u>Christmas Tree lighting</u> The Christmas Tree is not looking good. KJ has approached the Sanderson's re a replacement tree; their feedback is to grow one from scratch. Instead we can have a stringent watering regime in 2017. RB and KJ voiced concerns about having an event so soon after the Meet the Neighbours event – will people attend? It was agreed that the event would not happen this year due to lack of committee members and general interest from the village. In 2017 the VH would host a Meet the Neighbours & Christmas Tree lighting event to attract more people and to maximise support of the committee. Could we buy a new small tree that could grow with our fundraising fund? KJ to approach David Fairley for this. We would still be able to light up the Christmas Tree this year.</p>	
6	<p>Maintenance and Repairs</p> <p><u>Front Boundary</u> Two plants to be removed and ground raked over; KJ to ask David Fairley whether these can be replanted or left in their current position. Once this is done Tom Price can have the fence for The Hollow</p> <p><u>Hall decoration and ceiling upgrade</u> Quote that KJ has had was very expensive so alternatives need to be sourced. David Tuffs will ask his painter to quote.</p> <p><u>Caretaker</u> AHP has pulled together an overview of weekly tasks. This needs to also include checking the Defibrillator on 1st of each month. Replenishing paper towels to be removed as well as loo rolls as this is done by the cleaning company. Heating does not to be included as part of the role. Committee to look into electricity timer for lighting the Hall Role to include emptying the internal bins LE has agreed to help with putting out the bins</p> <p><u>Gardening Day</u> Day for Committee to get together and help tidy the garden. This will include sweeping and weeding Potential date is 2nd December (Friday), 10am David Tuffs will send an email asking if people in the village can support</p> <p><u>Lighting</u> KJ has identified an option of adding LED's to the existing lights. Electrician has advised that quote provided is very competitive Committee agreed to purchase five and add them to the main Hall; job will be done on Friday</p>	<p>KJ</p> <p>DT</p> <p>AHO LE</p> <p>All</p> <p>DT</p>
7	<p>Funding Streams / proposal of five year plan CF and KJ has created a personal letter requesting donations for building maintenance. Some of the phasing details need to be amended. A digital copy will be circulated to the committee.</p>	<p>CF</p>

	CF to organise the printing out; plan will be distribute the letter to all residents. This could be done on the same day as the Gardening Day	CF All
9	AOB <u>Two Shires Surgery</u> Doctor requested a formal agreement re invoicing. This has been drawn up and will be sent back confirming a rate increase. <u>Gigaclear installation</u> The lined has been installed.	CF
	There being no further business the Meeting closed at 9:10pm The date of the next meeting is: 16 th January	