

## Minutes of Meeting held on Monday 19<sup>th</sup> June 2017

Present

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

Group Reps: Lyn Easton, Parish Council (LE)  
 Members of the public: Phyllis Barbour

<b>1.</b>	<p><b>Apologies for Absence</b>          David Tuffs          Alex Doe</p>	Action
<b>2.</b>	<p><b>Approval of Minutes of last meeting</b>          Approved by CF and seconded by LE.</p>	
<b>3.</b>	<p><b>Matters Arising from last meeting</b></p> <p><u>Chairs</u>          CF has found a source of chairs from a conference centre. KJ was happy to agree with the purchase of them as long as they meet fire regulations. The price is £16 each so we have to consider how many we would wish to purchase. We also have to consider the weight as they have to be easy to transport around the Hall. The Committee agreed that we would look to get a quote for 40 and then make a decision based on our requirements. BB to look into it and report back at the next meeting.</p> <p><u>Scout's shed</u>          Scouts have been informed that this has now been emptied. Gary Chisholm was going to attend the meeting to discuss replacing the existing shed but did not attend.</p> <p><u>Doctors Surgery</u>          Licence to Occupy paperwork has been signed by KF.</p> <p><u>Crockery sort</u>          AHP and LE have organised the cupboards to allow space for donated glasses to be stored. This is complete.</p>	BB
<b>4.</b>	<p><b>Treasurer's Report</b>          CF apologised that she had not had time to update the accounts to date and will send a copy to AHP to circulate with the Minutes.</p> <p>Two events have raised funds this month – the first computer Monday raised £101.50.</p>	

	<p>The Celebrate Summer Event was seriously affected by the extreme heat – over 30°. Visitor numbers were less than hoped but we still took £524 on the day with relatively low expenses so we should clear £450.00.</p> <p>As well as Mrs Wheeler-Bennet and Mr and Mrs Polito who kindly opened their stunning gardens, we need to thank the Nevill Café, Medbourne WI, Pat Nelson and her team of flower arrangers in the church, and the volunteers on the gates - Alex Griffiths, Fiona Smith, David and Margaret Tuffs, Holly Frostwick, and Dan Hedgecott.</p> <p>Everyone gave up a Sunday afternoon in sweltering heat to help make the event a success. We could not have done it without them.</p> <p><u>Restoration Fund Appeal</u> After adding in the receipts from the recent fund raising and monthly donations received the funds raised total £13,972 – this is after taking into account the fee of £900 paid for the building survey. With the pledged fund from the Village Hall reserves the total is £28,972. This will be increased by the claim for Gift Aid of £3,322.</p> <p>RB and CF have completed the first draft of the HLF grant application form up to the sections requiring technical building and planning input. CF and RB are to meet with Karl Jenkins and Sheelagh Shaen-Carter to discuss the next sections and plan a timeline for collating all the necessary documents.</p> <p>The next fundraising event will be a “Meet the Neighbours” on 26 September 2017. The outline plans should be available for discussion at this Meeting.</p>	CF/RB/KJ
5.	<p><b>Maintenance / Repairs / Defibrillator</b></p> <p><u>PAC Testing</u> BB has asked Alden Electrical to complete this.</p> <p><u>Legionnaires testing</u> The Doctor’s have asked for this certification; CF to ask Doctors what the requirements are.</p> <p><u>Paint</u> David Tuffs has a quote for £540 + VAT to replace the threshold on the door and rotten floorboards; adding wainscot in main room; making wood shutters for windows. Committee agreed that additional quotes required.</p> <p><u>Bulb planting – Beavers</u> The Beavers has volunteered to plant bulbs in the Autumn. This will be along the grass edges and under the trees.</p> <p><u>Mower</u> Colin has asked if he can have the mower donated by David Tuffs. We need to have David’s agreement.</p> <p><u>Plumbing</u> The middle radiator is still leaking. KJ agreed that a plumber is required to fix this. CF to ask the plumber to look at this when he services the boiler as well as the flush on the disabled loo and the U bend under the kitchen sink that is leaking.</p> <p><u>Defibrillator</u> Cabinet number or postcode of Defibrillator needs to be listed on the front of the unit. There is condensation in the unit so KJ is checking this. Also need AD to give back the instruction documentation.</p>	<p>BB</p> <p>CF</p> <p>DT</p> <p>DT</p> <p>CF</p> <p>AHP/ KF/ AD</p>

7.	<p><b>Appeal</b> CF, RB and KJ meeting with Sheelagh Shaen-Carter to discuss architecture plans. Hoping that first round funding proposal can be submitted in December.</p> <p>Need to reinvigorate the fundraising at the Meet the Neighbours event on 26<sup>th</sup> September. This will include a Fundraising update.</p> <p>The Model Railway fundraiser takes place on Saturday 24<sup>th</sup> June.</p>	<p>CF / RB / KJ</p> <p>All</p> <p>DT</p>
8.	<p><b>Events</b></p> <p><u>Computer Monday's</u> Thanks to David Tuffs and Sue Horrigan-Hunt for running the digital photography session.</p> <p><u>Meet the Neighbours</u> AHP to prepare the copy for the event on 26<sup>th</sup> September. It was suggested that CF and RB should step back from organising this having just managed the Summer event.</p> <p><u>Christmas Event</u> Around the 2<sup>nd</sup> December, 7-10pm. It was agreed that a raffle would help raise money, including a meal at the Nevill Arms. Raffle tickets could be available in the shop. Also pre-promotion will help.</p>	<p>CF/RB</p> <p>AHP</p> <p>All</p>
9.	<p><b>Pre-School update</b></p> <p><u>Planning approval</u> We have not been informed of any dates for moving as yet.</p> <p><b>AOB</b> Bank account details should not be given out for BACS payment online.</p> <p><u>Pre-printed signs with Medbourne Village Hall logo</u> It was agreed that any fundraising event could be support with banners stating 'event here today'. BB to look into the costs for this by the next meeting.</p>	<p></p> <p>BB</p>
10.	<p><b>Public Question Time</b> Phyllis commented that the top radiator does not work in the main hall. The plumber will also look this at.</p>	<p>CF</p>
	<p>There being no further business the Meeting closed at 8:42pm.</p> <p>The date of the next meeting is 17<sup>th</sup> July 2017.</p>	