

Husthwaite Village Hall Committee

Minutes of the meeting held on Tuesday 27th November 2018

Present: Steve Broughton, Lynn Colton (Chair), Simon Eedle, Annabel Kennedy, Sheila Mowatt, Liz Walton, Carol Fenwick, John Ovenston.

1. **Apologies:** Gill Allanson.
2. **Co-option of Trustees:** Annabel Kennedy and Liz Walton confirmed their willingness to join the Village Hall Committee and were co-opted as trustees, proposed by CF and seconded by SE.
3. **Minutes of the AGM and last meeting held on Tuesday 23rd October 2018:** Accepted as a true record. Proposed SM, Seconded LW.
4. **Matters arising from previous minutes:**
 - a) **Kick plate:** Mick Barker has agreed to complete the job and CF will remind him again.
 - b) **Fundraising:** All current funding applications require further detail about the new storage extension before submission.
 - c) **Table Tennis:** SE will organise some trial sessions in January to gauge interest. **Action: SE**
 - d) **Weeding of Hall Perimeter:** AK & SB will undertake this task between 11am and 12noon on Saturday 1st December, other volunteers are welcome to join them.
 - e) **Equipment Purchase:** After receiving advise from Adele Wilson-Hope, LC is in the process of completing the application for funding to purchase equipment such as suitable mugs, water glasses, tables and wipeable table-cloths. **Action: LC**
 - f) **Cyber Crime Talk:** Jill Galloway is attempting to organise this Trading Standards talk for February. It will hopefully take place on a Friday after Primetime and the PC will cover any costs involved.
 - g) **Open Gardens:** Mike Wells has suggested donating all the proceeds from next year's event to the Yorkshire Air Ambulance but the committee thought that at least some of the money raised should be given to local charities.
5. **Financial Report:** SB produced the Treasurers Report to end October 2018 which is attached to these minutes. Receipts include an electricity refund from our old supplier and market payments.
6. **Building Development & Maintenance:**

147 Design met with Village Hall representatives on 1st November to discuss the storage extension project and have quoted £1575 + VAT for the architectural work. This in addition to estimated extra fees of £462 for planning, £400 for building control, £500 for a structural engineer and at least £15,000 to build the extension, means we are looking at an expenditure of £20,000 +. In the interest of best practice, it was agreed to request a quote from another architect as a comparison.

Since the last meeting M Duffield has fitted an additional bolt to the top of the committee room external double door and the fluorescent tube in the external light by the porch has been replaced.

The annual cleaning of the wooden floors, replacement of LED emergency light batteries and fitting of new chair feet pads will be completed by volunteers on Friday 30th November.

Outstanding – down-comer sump inspection / clearance, installation of chicken wire drain covers and installation of committee room projector / associated kit. The fitting of door pulls to the green room exterior double doors and fitting of a bar in the green room to store lights has been deferred until a decision on the storage extension is made.

The £84 cost for the annual system check for the security alarm was approved and the weekly checks rota for 2019 was agreed (Dec – SM, Jan – JO, Feb – CF, Mar – LW, Apr – SM, May – SE, Jun – AK, Jul – SB, Aug – GR, Sep – GA, Oct – JO, Nov – CF, Dec – SM)

7. Dedicated Community Liaison Reports:

- a) Church – There are 49 100 Club members and two draws have taken place.
- b) User Groups – Next meeting planned for April 2019.
- c) Plum & Partridge – A new menu has recently been introduced but the current chef is leaving in early December.
- d) Orchard Village Club – The Christmas meal will be at the French's as usual and there will be no meeting in January.
- e) Primetime – Primary school children attended the recent session which was enjoyed by all.
- f) Primary School – SE and AK have met with Fiona Bennett and Sarah Dixon. The meeting had a positive tone with agreement to share information and discuss ways of working together such as using the school premises for the New Year's Football match and Summer Activity Day. Initially, any information sent to SD by Thursday will now be included in the weekly school newsletter.
- g) Youth Club – The Youth Club have 10 – 12 regular attendees and a new Youth Leader. Gavin Kennedy is still wanting to step down as Youth Club Leader but no replacement has been found.

8. Parish Council: The Parish Council thanked the committee for their role in the very successful WW1 centenary celebrations which were enjoyed by a great number of the community. The committee were also reminded that funds could be requested from the Parish Council to purchase new equipment or supplement village events.

9. Coming Events & Diary Bookings: SM reported that the events income total for October / November was almost £3,400 and events planned for December include Pop Up Pub on 7th, Christmas Party with 'A Bit Of A Gamble' on 15th, Christmas Film Club on 21st and Big Fat Christmas Quiz on 28th.

10. AOB:

Free First Aid Awareness Course: Yorkshire Ambulance Service has offered to run a 2 ½ hour course for ages 16+ and AK will ask them to provide suitable dates. **Action: AK**

Bar Coverage: As more willing people are now manning the bar for village hall events, LC will produce a list of instructions to assist volunteers with bar procedures. **Action: LC**

New Fridge: The fridge / freezer in the kitchen will soon need replacing and, as having numerous small beer fridges around the kitchen was thought to be impracticable, SM will investigate the possibility of acquiring a double-door bottle fridge for under the counter. **Action: SM**

Missing Kitchen Items: Several items have disappeared from the kitchen so it was agreed to place an article in the village newsletter asking for the return of equipment and also requesting that people who have left items at the hall collect them before they are disposed of.

Waste bins: LC asked that kitchen users remember to place the recycling in the correct bins and CF confirmed that the only wheelie bins collected were the bottle bin, the blue lidded recycling bin for tins/ cans/ plastics/ cardboard and the black general waste bin.

Short Mat Bowls Equipment: It was agreed that the Village Hall should purchase a mat and associated equipment from the disbanded SMB club.

11. Time & Date of next meeting: The next meeting will be held on Tuesday 8th January at 6:15pm.