

Husthwaite Village Hall Committee

Minutes of Committee Meeting held at VH on Monday 9th November 2015 at 7.00pm

Present: Stephen Barker, Carol Fenwick, Philip Hewitson, Lynn Colton, Jeremy Walker, Angela Sibley, Sheila Mowatt, Debbie Lewis-Green, Victoria Black

1. Appointment of Officers;

- a) **Chair:** Stephen Barker Proposed-Carol Fenwick Seconded-Philip Hewitson
- b) **Vice-Chair:** Carol Fenwick Proposed-Philip Hewitson Seconded-Jeremy Walker
- c) **Treasurer:** Angela Sibley Proposed-Jeremy Walker Seconded- Carol Fenwick
- d) **Secretary:** To be brought forward to the next meeting.

2. Co-option of Additional Committee Members:

Lynn Colton Proposed-Carol Fenwick Seconded- Philip Hewitson

Sheila Mowatt Proposed-Carol Fenwick Seconded- Philip Hewitson

Angela Sibley Proposed-Carol Fenwick Seconded- Philip Hewitson

Debbie Lewis-Green Proposed-Carol Fenwick Seconded- Philip Hewitson

There was also a suggestion to include a Husthwaite Primary School Representative.

Action :Debbie Lewis- Green , Philip Hewitson

3. Cheque Signatories;

Currently the signatories are Stephen Barker, John Ovenston, Philip Hewitson and Mark Gambles. It was agreed that Angela Sibley and Carol Fenwick would replace Mark and John. **Action: Angela Sibley**

4. Apologies for Absence:

There were no apologies for absence.

5. Minutes of last meeting held on 12th October:

The minutes were accepted as a true record. Proposed Philip Hewitson: Seconded Carol Fenwick

6. Matters arising from previous minutes

a) **Business Plan:** still under construction, following on from the Kathryn Chapman workshops. To be completed by Christmas **Action: Philip Hewitson**

b) **Updated List of Key Holders:** Agreed that Keys are given to all committee members, John Ovenston for weekly building and maintenance checks and Mike Wells, who is on notice if the key needs re-allocating.

c) **Keys and security Policy:** Sheila offered to draw up a list of Key Holders and their contact details for any clubs requiring a key and re-amend the policy. Clubs are to collect the key from a nominated person. **Action: Sheila Mowatt**

d) **Hall Hire and Charges:** charges have been set for the last 2 years. These are currently :£12 per hour for hall

£10 per hour for committee room

£2 discount for villagers

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In 2015 Hall hire charges have covered day to day maintenance costs. Sheila to look at other hall rates and find a bench mark as well as find an 'all inclusive' price for the hall hire and a feedback form **Action: Shelia Mowatt**

There was a suggestion to upgrade Wi-Fi to encourage hall hire. This is to be discussed with John Ovenston and evaluate the difference between the two costs. **Action: Philip Hewitson**

e) **Short Mat Bowling, Zumba and Yoga:** Philip still awaiting possible dates for taster sessions sponsored by the VHC in the new year for 6 weeks from Elaine Gill-Fox-Zumba, Jane Clooney- Yoga. **Action: Philip Hewitson Short mat Bowling-** Key issue resolved. Carol agreed to open and close the hall. A minimum of 7 days' notice is required for any cancellations. **Action: Carol Fenwick**

Cameron has asked that the hire charges for the initial sessions from April to September 2014 run by the VHC be written off. Sheila Mowatt suggested that this should be net of any fees paid during this period. Cameron is also wanting the equipment to be transferred from the VHC to the bowling team. The VHC has the short mat bowling equipment covered on the hall's insurance, but the team's personal equipment is not covered. Agreed that if the personal equipment was transferred to the VHC it would be covered by the Hall's policy. Carol suggested that this donated equipment could be returned on request. Agreed that if the bowling team moved to Coxwold, a charge would be levied for storage of equipment. Philip to confirm the total outstanding finance and Stephen to respond to John Goddard. **Action: Philip Hewitson;** Stephen Barker There was a further suggestion to touch base with hall users and it was agreed that the 'user group' would be reconvened to meet quarterly. Lynn to convene the user group. **Action: Lynn Colton.**

7. Financial Report

Overall, balances show total cash/debtors funds of £12,142.23 as at 31st October 2015. Total Debtors funds of £149.00 for Zumba and the Gardening Club. Philip also pointed out that Neighbourhood Watch had not yet paid for Committee Room hire during October. Stephen agreed to pick this up. **Action: Stephen.** The fund balances at the end of October show an increase from September's month end balances (11,993.02) of £149.21 over the month. Hall hire income was £647.50 of which £585.50 was actually charged for. The most significant expenditure item is £163.83 for electricity.

Philip outlined the draft budget for the 2015/16 year planning for a budget surplus of £8,700. This compared with an outturn of £6,300 surplus delivered during 2014/15. If achieved, this would cover the running costs of the hall, maintain a sinking fund for the replacement of furniture and equipment and would provide a small surplus towards developments (e.g. landscaping, Hallmark 2). He asked for comments on the draft budget and then, following any amendments he would issue a comparison

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statement of receipts and payments against budget for October, before handing over to Angela. **Action: All, Philip Hewitson**

8. Building (development and maintenance)

- a) **Air Circulation System** - Agreed the supplier, HF Brown, Debbie started 5 applications for funding.
- b) **Hand Wash Basin (2.2)** - Quotes awaited from Jim Bleasdale (Easingwold), James Walker (Zoe's Plumber) and Albany Gas and Plumbing (Philip Contact). **Action: John Ovenston**
- c) **Landscaping**- The Building Group (Philip, John, Debbie) had met with Lindsay Walker and received a new quote from Vertigrow for a minimal scheme. The quote includes 3 hedges to screen the back and as a border by Fox's. Wanting a further quote for the right side of the Village hall. Barney Smith had offered to supply shrubs FOC through a contact. Philip agreed to contact him about this. Jeremy to talk to Fox's re their fence and mend with Stephen. Debbie said that fundraising for landscaping was difficult because grant givers favoured urban schemes. Noted that there had still been no further response to the VHC's request for grant funding from Orchards of Husthwaite. **Action: Philip Hewitson; Jeremy Walker**
- d) **Bier House**-3 Keys have been circulated Angela, Carol and Stephen. The roof is leaking slightly through a damaged tile, Jeremy and Stephen are to investigate. **Action Jeremy Walker , Stephen Barker**

9. **Youth Club**- Running successfully. Key representative is Angela Sibley. Booked up until next February 2016. Agreed to refund hall hire if weather permits outside sessions. Let Shelia know if this occurs and it has been agreed to review in 6 months.

10. Parish Council Report

A new wheelie bin will be issued next February for recycling plastics etc. to all households. Therefore only the clothes recycling will remain at the village Recycling centre by the school.

11. Coming events and Diary bookings

Anya Faull- Friday 13th November
Village Christmas Market- 29th November
Fracking -Saturday 5th December
Private party-12th December
Film Club Special- 22nd December
Burns Supper- 23rd January
Murder mystery- 27th February

12. AOB

Wine Measures- Bought by Debbie. Lynn and Debbie to meet with Jeremy re. licence and will update next meeting.

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Website- updated committee members to go onto the website and newsletter. **Action:**
Sheila Mowatt

Possibility to make a document showing what happens at the Village hall and the volunteers input etc.

13. Next Meeting

14th December, 7pm