

NORTH HILL VILLAGE HALL
Committee Meeting Minutes
Tuesday 12th February 2019

Present

Nicola Barker (NB), Alison Haywood (AH) , Susan Boggis (SB), Mary Budge (MB), Jen Bousfield (JB), Judith Woods (JW) Jane Terry (JT)

Apologies

David Daniels (DD) Hayley Budge (HB)

1. Previous Minutes & Matters Arising

The minutes of last month's meeting were agreed.

2. Future Events

Carn to Cove 15th March 2019
JT gave update. Jane and Shaun will set up hall for performance. SB and JW to provide hospitality for actors and JB will provide flowers for the tables.

Bottle & Banter Date changed to 25th May 2019.

Horticultural Show JB suggested various dates for subcommittee schedule meetings. It was agreed that Thursdays would be the preferred days but MB will check with HB before confirming.

Other Fundraising Events

Johnny Cowling – NB confirmed that HB had booked for 31 May 2019. However, due to him having double booked this is now postponed.

Dog show – this event will be run by Andrew and John in aid of the Labrador Trust so as the VH will not benefit from the amount raised, previous main sponsor will withdraw. However, the catering provided by the VH team will raise funds for the hall.

Quiz Night – agreed that this would be best in October, possibly 19th or around Halloween as its not yet been confirmed if the Halloween party will go ahead this year. SB confirmed that Richard would be happy to be Quizmaster. It was suggested that attendees bring a plate of food and a bottle of their choice. JB suggested that a section of the quiz could be interactive, tasting and identifying food/chocolate. She would arrange this section.

Xmas Fayre – Date Sunday 1st December

3. Hall Maintenance

NB has been chasing the sub-contractor, who installed the heating system on behalf of the main contractor. He claimed that the contractor had drawn up the specification and that he had not been given a cubic capacity to heat, just a floor area which does not take into account the high ceilings. MB stated that DD had complained of the poor level of heating at the previous night's Parish Council meeting and had said he was going to speak directly to the contractor. Upton Cross Parish Hall has the same heaters and suffers the same problem. Questions were raised whether the system used is fit for purpose so NB will take this up directly with the contractor & proposed that any user group requesting refund of excessive charges be reimbursed. NB stated

that the heater in the chair storage area has been either hit with chair trolley or leant on heavily causing the bracket to come loose from the wall. No user group has notified the committee. RB has cleared the guttering to the hall but this has exposed that it is damaged and needs replacing. Committee agreed for RB to price up for replacement. RB has also agreed to undertake simple maintenance issues at the hall, including painting the front of the hall when the finer weather arrives.
John Parker (LTT) has agreed to repair the sink in the kitchen.

4. Treasurers Report

NHVV TREASURERS REPORT JANUARY 2019

A quiet start to the year.

Insey bits;

Hall hire **£581**, Whist **£57** (£120 being taken for prizes forthwith) and **£65** (January) electricity, H 64, C1. **£41.34** for sale from Baby changer.

Outy bits are;

£113.54 for the monthlies, **£56.63** (30 in) for the electric(December), **£22** to the VH for electric meter checking and extra funds to go in the meter while we get it sorted. **£66.67** for guttering and light switch, fitted for free by Richard, (please admire!), and **£364.20** for a new water heater.

Our end of month balance is : **£4055.42**

Over and out.

Susan Boggis

Treasurer

5. Health & Safety Report

HEALTH & SAFETY MONTHLY REPORT North Hill Village Hall

Date	Tests Done	Problems to Report
29/1/19	All monthly tests according to instructions carried out. This now includes emergency lighting.	No issues to report
		External guttering blocked (part replaced by Mr R Boggis). External guttering now blocked to side of the building (ladies toilets) Right hand kitchen sink intermittently leaking – a bowl has been placed underneath to

		monitor (pipe may be blocked?) Small hand sink in kitchen is loose
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Thank You

Jayne Taylor-Bain

6. Correspondence

JW has received a thank you e mail from lady hosting a children's party.

8. AOB

MB said an extension lead belonging to Brian Ruby that had previously been used for projector had disappeared following electrical upgrade. There is one in the cleaning cupboard MB will check.

JB stated that she will hand her VH key to another group member during the summer in her absence. SB asked that details of the temporary key holder be passed to her so she can update her records.

SB asked that a card be sent to Angela West to acknowledge her work organizing the Whist drive and the generous donations made to the VH.

NB sadly informed the committee that due to work commitments, she is unable to continue as Chair, with immediate effect. Her new job requires that she is unable to be home from work in time to attend meetings but she offered her assistance at weekends and with events whenever work permitted.

NB advised that future minutes for meeting are now to be put on the NHVH website. AH to include JR into e mail list for inclusion onto website,

Date of next meeting

Tuesday 12th March 2019 @ 7.30 pm