

Draft

Minutes of the Meeting of Pett Village Hall Management Committee

Monday 3rd September 2018

Present: Carol Pecorini, Carol Glasson, Tim Rothwell (Chair) Richard Smith (Treasurer) Fran Pitts (Secretary), Mike Wilkins (Vice Chair)

In Attendance: Dave Clarke, Richard Cooke, Alan Kenworthy, Anne Nicholls, David Nicholls

1. Apologies : David Hance, Helen Wilson

TR welcomed Graham Hodgson, 1066 Community, and those present to the meeting.

2. Graham Hodgson 1066 Community CIC

Graham gave a short presentation outlining the aims of the organisation and how similar initiatives had run in the past.

It aims to respond to the reduction in services to rural communities and to reduce loneliness and isolation by offering two hour tea/coffee and cake session accompanied by advice and access to local services eg. Housing, health and Fire services.

The sessions could be held at the Village Hall and/or other local venues and would wish to support and work with existing services eg POPPS

It was agreed that Graham would contact several existing venues and groups already offering services to the Community to find out more about what could be provided.

TR thanked Graham for his presentation and agreed to provide the contact details for local venues and groups.

3. Minutes of the Last Meeting of 6th August 2018

The Minutes were agreed as a true record and signed as such by TR

4. Matters Arising

FAQ document - under preparation TR

List of contractors - under preparation TR

Health and Safety – statement updated and uploaded to Website for hirers to see.

Free health checks – MW had contacted the Harold Road Practice manager, who was not aware of ToHealth services but who agreed to contact the CCG (local health commissioning body).

Cooker repair – completed .

Library trolley – Tim Jury felt that as the Library was at present running on a trial basis, it would be better to see how the service developed before committing to a trolley.

5. Chairman's Report

(a) Charity Commission Report 2017- 2018

MW has now completed this and will forward it to the Charity Commission.

He noted that only one figure for Village Hall funds had been entered - funds from the

500 Club to be recorded as a donation.

(b) Frequency of Committee Meetings

It was noted that the Parish Council are now meeting every 2 months – as a trial until May. TR stated that the use of email and internet access has made communication easier and quicker.

TR proposed that the Village Hall Committee adopt that model – up to the AGM in May with a review at that point.

RS seconded this and it was agreed by the Committee.

The next Committee Meeting will now be on 5th November.

6. Treasurer's Report

RS presented a statement for 31/08/2018 showing cash assets of £29,797.32

This reflects a movement of £821.71 which includes the payment of the Annual Insurance Premium in one payment.

RS agreed to check out the Public Liability Premium for the Committee.

7. Bookings Manager's Report

TR reported that bookings were coming in regularly for next year, including weddings. Bookings compare favourably with last year and there has been a good response from regular users to a request for early booking details.

TR is currently building up the diary for next year so that it can be put on the internet.

Dave Clark stated that the Badminton Club were happy to give up an occasional afternoon session for wedding bookings etc and thanks were expressed for this.

8. Hall Maintenance Report

Richard Cooke reported difficulty and frustration in removing glitter from the floor and elsewhere. TR would add a statement in the hirers' Terms and Conditions asking hirers not to use it.

Richard Cooke has now mended the outstanding guttering leak.

Lue and Richard Cooke are to meet Ray Barden to reset the heating for the autumn.

In reply to an enquiry about the Village Hall screen it was advised that Chris Saint has the information out it.

9. Public Time

No items raised.

10. Helium Balloons

Alan Kenworthy raised the issue of helium balloons, noting that helium is a non renewable resource, and that the balloons often have plastic parts which can kill birds and collect in the seas.

It was noted that they can also be a nuisance inside, coming to rest on the Hall ceiling.

It was agreed that TR should add to the conditions of hire that helium balloons should not be released in the Hall or outside.

11. Fundraising.

(a) Hallowe'en – Saturday 27th October 2018

It was proposed that Hallowe'en be omitted for this year as the preparation for this was much greater than anticipated.

TR to tell Paul Turner timber would not be needed.

(b) Jumble Sale – Saturday 3rd November 2018

It will be possible to bring contributions early on 3rd November

TR agreed to put an advert in October's magazine

(To note: there will not now be a Jumble Sale this year)

(c) Quiz Night – Saturday 3rd November 2018 (This will now be held on 27th October)

(d) 500 Club

RS to add a reminder to regular users' invoices about joining the 500 Club

TR and CP to meet about publicity

12. Any other Business

A Vote of Thanks was given by David Clarke on behalf of the Badminton Club expressing thanks from 20+ members who were pleased to be back at the Hall.

RS agreed to check Terms and Conditions of all Hall Groups against the new Insurance Policy.

18. Date of next Meeting : Monday 5rd November 7.00pm

Meeting closed at 8.00pm

