

# 14<sup>TH</sup> JUNE 2016 PIDDINGTON VILLAGE HALL MANAGEMENT COMMITTEE MEETING.

## MINUTES

PRESENT: Marie-Claire Nixon-Davingoff (MCN): Chris Weavers (CW): John Galloway (JG): Kim Elliott (KE): Ken Howard (KH):

Welcome to new members Yvonne Weavers (YW): David Cook (DC):

115/16 Apologies: Sue Roberts.

116/16 Matters Arising: Pantry Books. KH informed the meeting that during the summer The Pantry Group would reduce and dispose of unwanted books stored in the shed.

117/16 Treasurers Report: for the benefit of the new members CW outlined the village hall finances; a report had been circulated to the other members; income was good from rentals and a good balance was held.

118/16 Cider Group: DC outlined a proposal regarding the ongoing Cider Group with a recommendation that this group falls under the village hall committee. The costs involved and procedures were outlined for this to become a permanent village function. 22<sup>nd</sup> October 2016 had been booked for the next apple pressing day plus an evening function in the village hall. DC had already purchased certain equipment for which repayment he was happy to be covered over a period of time. This matter was discussed and MCN proposed that receipts be passed to CW and information passed to members for agreement that re-imburement be made. Agreed.

119/16 Village Hall Floor: KH reminded the members that estimates had been obtained, the cheapest being just over £2200. Included complete re-sanding of the floor and 3 coats of special hard wearing varnish applied. This would take 3 days plus one morning. KH understood an additional estimate had been obtained however MCN stated this was still to be done. Discussed an appropriate time to do this work. KH stated that 22<sup>nd</sup> August 2016 was least disruptive time for bookings. Matter to be resolved.

120/16 Electricians safety Report: Sue Roberts being unwell the matter put back to next meeting.

121/16 Marquee Hire request: CW had been approached by villagers who run the bike night in Ludgershall asking if we would hire them the marquee for their summer function. Matter discussed insurance matters and damage discussed. CW would make enquires of our insurers re this matter and report back via e-mail.

122/16 Village Hall Infrastructure: KE had obtained an estimate for painting and repairs to outside of village hall: £3398. Discussed further enquiries to be made.

123/16 Village Hall Cleaner's Function: CW stated he had made enquires re other halls and any working directive for cleaners. They varied but did lay out a weekly specification on cleaning to be carried out. Discussed; suggested a weekly cleaning list be drawn up.

124/16 Functions: Barn Dance. CW stated it was a success; MCN had raffle monies still to be counted, but a profit was made on this function: Queen's Birthday Celebration to be held 23<sup>rd</sup> July, CW informed the meeting that £300 had been received from Cherwell towards this function. JG stated the Brill jazz band had been booked. Suggested time of function from 2 p.m. to 8 p.m. and food to be

provided, plus a pay bar. KH to obtain the TEN. Hazel Coleman to be asked for publicity posters to be designed. MCN suggested that the function have a co-ordinator. KH agreed to cover this function. The pub night would still be on the 29<sup>th</sup> July. Rookery Farm Open Day 9<sup>th</sup> July. KH stated that he had spoken to the owners who would provide everything apart from perhaps having to borrow an table or 2. A free entry function, however any donations to the Village Hall floor updating. Choir Function 10<sup>th</sup> July in village hall organised by the Choir. Funds donated to village hall and church. Race Night Meeting. KE circulated a paper on this function booked for 17<sup>th</sup> September, a Pay bar would be available a TEN would have to be applied for. A deposit to the organisers was agreed CW KE to arrange. .

125/16 Secretary's Position: KH explained that due to his involvement in other village committees, principally the Parish Council which was now 7 persons, and because he was engaged in a number of high profile matters, he was not able to do the Secretary's work as he would wish and had to stand down. He would remain as a trustee and continue to be involved in all village hall activities. MCN would make enquiries to appoint a new secretary.

126/16 TENS discussed on procedure: Notice Boards discussed and suggested bigger board be outside village hall advertising upcoming functions: and new one in to advertise specific functions.

127/16 JG asked CW for a new lock for the notice board. CW discussed gift vouchers for our helpers and agreed they be obtained. CW asked as he was going away the booking phone be passed on. KE agreed to do this. MCN discussed kitchen cleaning. CW stated that ants had been reported in the kitchen also. Enquiries to get the oven and potato machine professionally cleaned. DC asked about the

village hall friends' e-mail numbers KH stated that Sue Roberts had the details; he thought there were about 13/14 names.

Meeting closed at 9.50 p.m. Next meeting 12<sup>th</sup> July 7.30p.m.