

Sutton St. Nicholas Village Hall Charity

Registered Charity Number: 257392

Minutes of meeting

Monday 13th April 2015. 7.30-9.30pm

Attendees: Jonathan Blackman, Ann Potter, Ann Burke, Dan Walker, Mike Winnell, Bill Glover, Judy Stevenson, Eileen Dilley.

1. Apologies for absence: Ron Gow

2. Minutes of the last meeting

Approved

3. Matters arising

Broken bike stand

- Choices – remove, mend, re-locate. **Action:** Jonathan to establish views of school

Parking

- Ann put a slip in a car parked over the weekend and the car was moved

Heating

- Ongoing issues. Ann reported no hot water or lights on Friday 10th April. **Action:** report to school, Jonathan or Judy?
- Jonathan awaiting reply from Stewart Morehead, estate manager for HMFA, with a detailed log of when the heating is actually coming on and off, to check against programmed times. **Action:** Jonathan to follow up with Stewart

Lighting

- The outside light for the kitchen door. **Action:** Ron to clarify
- Paul Larratt's re-location of the switch for the outside lights. **Action:** Ron to clarify current position
- Intermittent security light. **Action:** Ron to ensure Paul Larratt rectifies this asap

Utility Meters

- We have no access to the water and heating meters. Percentages paid by each party was in the joint use agreement and have been kept the same. Ann Potter received further explanation of the bills from West Mercia Energy. We would still like to know our actual water and gas usage. **Action:** Jonathan to ask Colin if Tony can take our meter readings at the same time as he does the school readings

Grey water

- Clarification of where the grey water system is. **Action:** Jonathan to ask Colin

4. Finance update

- Ann reported on the current finances. Balance £6637.23, payment of outstanding bills for the front door and wiring check have been deferred until we have sight of the Joint Use and Tenancy agreements.
- End of 2014 balance was £7718.66.
- The finances were agreed to be healthy as there had been several major expenditures during 2014.

5. Fundraising

Silent Film night

Enjoyable but poorly attended and just covered costs. Heavily reliant on faithful few and not all committee available on night. Publicity around the village was not high, but it had been advertised in the Hereford Times. Films so far have not been popular.

Police Choir

Jonathan awaiting date. **Action:** Jonathan to follow up

Midsummer Murder

Saturday 20th June. **Action:** Mike organising

Xmas Show

Saturday 19th December will be a joint venture with the church. £5 ticket, £15 family. Raffle. Bar. **Action:** Mike

Suggestions

- Gourmet Dinner event. **Action:** Dan
- Wine tasting. **Action:** Mike
- Antiques Road Show. **Action:** Eileen to ask Kate Bliss from 'Flog It'
- Dick Brice, folk singer/entertainer. **Action:** Ann
- Joint working with other groups may encourage new users. Examples elsewhere - Breakfast event by Bodenham Church and Cubs raised £1000. Regular events may also encourage regular use eg monthly Sunday lunches at Moreton Eye and Burghill – but Ann's regular Thursday Lunch Club is declining in numbers. **Action:** Discuss with groups, Jonathan - school and cubs, Ann - Marden guides & brownies, Eileen, Ann & Bill – church.
- Advertising and raising event profile through Facebook and Twitter. **Action:** Jonathan to investigate

6. Terms of reference for Village Hall

- A simple document needs to be produced which details the workings of the Village Hall, who is responsible for what, who owns what, the tenancy agreement, bills etc. This is essential for the Village Hall Committee to understand it's responsibilities and to help resolve issues.
- A subgroup to work on this will comprise Jonathan, Mike, Ron and Tony Ford. **Action:** Jonathan to set up a meeting and get tenancy agreements etc from Tony Ford, Mike to circulate any documents he may have.
- A hard copy archive of the Village Hall minutes etc is needed **Action:** Mike and Ron to give all minutes and documentation to Judy, Judy to create a file.

7. AOB

Accident reported

Eileen Dilley had an extremely nasty accident at the end of the last Village Hall meeting. The car park lights had been switched off by the main hall users, so it was dark when we exited the hall and the security lights failed to activate. Eileen walked towards her car with a small torch, and fell off the island promontory to the left of the steps (when exiting) and severely broke her wrist in 4 places. This injury is very bad and will take a long time to heal. She is unable to undertake any of her commitments as she cannot drive etc. She is considering legal action, but currently prefers just to ensure a similar accident cannot happen to anyone else.

Action: Ensure the security lights work consistently as they frequently fail to activate - Ron to press Paul Larrett to correct fault. Jonathan to ask school & Colin Birks about removal of raised islands. Jonathan or Ron to source an Accident Book for the hall.

8. Date for the next meeting: Monday 8th June 7.30 p.m. Committee Meeting, in Meeting Room 2 at the Village Hall.