

HORTON VILLAGE HALL

Minutes of Meeting held on Thursday 28th January 2016

1. Present: Alan Dawe, Mickie Darbourne, Pam Swain, Anne Hockaday, Jill Mazilius, Joyce Pickering, Stuart Davey, Jackie Moulding
2. Apologies for absence: Mike Baker, Nina Jerez, Derek Swain, Henry Patey, Ken White, Bill Stevens, Glyn Ottery, David Ireland, Kharon Young
Alan chaired the meeting in the absence of the Chair and as no vice chair had been elected at the start of the meeting.
3. Election of Officials –
Vice Chair – Mickie Darbourne was proposed by Jill Mazillius and seconded by Stuart Davey. All remaining members present were in agreement. Mickie accepted the position. It was agreed that Alan should continue to chair the meeting on this occasion.
4. Update of Register of Members – to be completed at the next meeting.
5. Minutes of the previous meeting: Agreed by all members and signed by Alan Dawe in the Chair's absence.
6. Matters Arising: None
7. Correspondence: None
8. Gambling Licence – This has not been renewed as it was felt it was not required at this time as no activities were planned that would require that permission.
9. a) Chairman's report: Ken had prepared a report which was read to the committee (see separate sheet)
b) Treasurers report: David had prepared the accounts and these were distributed to the committee. (See separate sheet)
c) Bookings secretary report: None. Anne queried the content of the online hall calendar, where an entry states 'Private Booking' this means that the hall is booked for a private function.
d) Buildings & Grounds: The additional parking area improvements were briefly discussed but as a number of the committee were not present no decisions were made. Mickie raised a concern that the improvements would not bring in additional revenue to cover the initial costs.
e) Film Club – Alan had attended the last film and reported that it was well supported. The next film is Suffragette
f) Hallmark – Is all in place until next year.
g) User Groups: St Peters/Village Fete – This is on 25/06/16. The Hall committee provided help for the teas last year at the fete, is that possible again? A request was made for a cost for the marquee and hall for the day. This issue will be discussed at the next meeting. The organisers would like to receive the cost in writing. The next Fete meeting will be on 14th March at 7pm in the Church Rooms.
Horton and District WI – Again had issues with the water heater. This was reported prior to the meeting and Ken had check and reported that it is working correctly.
10. Health & Safety – None
11. Capital Spend – Batteries for the Clock in the Meeting room are needed. The re-decorations of the meeting room, foyer, toilets and touch-ups in the hall have now been completed. The bill has been submitted for payment.
12. Forthcoming events
23 March – Easter Bingo
12 June – Open Gardens
25 June – Village Fete
13 August – Flower Show
13. A.O.B.

14. Date of Next Meeting – Thursday 17th March at 7.30pm

Meeting closed at 8.14pm

Ongoing Actions

<i>Description</i>	<i>Organiser</i>	<i>Target Date</i>	<i>From Meeting</i>
Replacement Booking Secretary		07/14	03/13
Review Hall Hire costs – Annually in September	ALL	09/16	09/11
Review cost of marquee hire – Annually in September	ALL	09/16	09/11
Screen training for Ken, Alan and Stuart	DI	01/15	11/14
Monitor Damp in ceiling, dripping water, leak around light in hall	KW/MB	11/15	11/14
Change tiles in meeting room	KW	07/15	05/15
Purchase 2 new round tablecloths	KW	11/15	07/15
Send appendix of Constitution to the Charity Commission	JM	11/15	09/15
Remove dead flies from light in hall	KY	11/15	09/15
Update instructions for the dishwasher	JM	11/15	09/15
Update Register of Members	ALL	01/16	11/15
Discuss price for the hire of the hall for the Village Fete	ALL	03/16	01/16
Batteries for the meeting room clock		03/16	01/16