

HORTON VILLAGE HALL

Minutes of Meeting held on Thursday 20th July 2016

1. Present: Glyn Ottery, Pam Swain, Henry Patey, Alan Dawe, Mickie Darbourne, Joyce Pickering, Ann Winter, Derek Swain, Jackie Moulding, Ken White, Anne Hockaday
2. Apologies for absence: Nina Jerez, Mike Baker, Bill Stevens, David Ireland
3. Minutes of the previous meeting: Agreed by all present and signed by Ken
4. Matters Arising: Hot tap has been replaced (the whole sink had to be removed), the re-sealing has been done to the sink and toilets. The dishwasher was found in a mess again and has been cleaned. Suggest an annual deep clean of the kitchen, could this be an additional job for the cleaner. The window stays have been fixed. Lyn Lant – suggestion to take a deposit from bookers – Glyn was against this idea as it would more than double the workload. Anne Winter queried if records were kept as to who had booked – the Booking Secretary has this information.
5. Correspondence: Email received from local resident Malcolm Sadler complaining about fireworks 'at the hall'. On this occasion, at the time of fireworks the hall was empty as the users had left. Ken replied to the email to advise this. Letter of complaint received from an attendee of the open gardens event. This lady had brought her dog into the main hall and 'had been asked to leave' by a committee member, she had not seen the no dogs sign. A reply was sent by Ken and a second letter was later received. This was read to the committee who felt no further action was required. There is signage at the hall to advise no dogs allowed. Letter of thanks received from the Village Fete with their payment for the hall.
6. Reports:
 - Chair – Separate Sheet
 - Treasurer – Accounts on separate sheets
 - Bookings Secretary – Separate sheet – re Damage caused to the hall by Wedding earlier in the year, Glyn suggested a letter to be sent by recorded delivery to threaten small claims action. This was proposed by Alan, seconded by Mickie and all members present agreed. Ken and Glyn to sort. Glyn suggested needing to arrange a contingency plan to cover the cleaning when Kharon is on holiday and adding the cleaning in the marquee to the rota. The Long Sutton Golf Club is holding it's annual Open competition and Glyn asked if we would be happy to again sponsor a hole for £20. Ken proposed and Alan seconded this, all members present agreed. Glyn suggested that the committee consider some remedial repairs to be completed in January rather than the scheduled lay year for maintenance as the hall is showing signs of wear and tear.
 - Building & Grounds – Deep clean and others works completed. Replacement of floor tiles in the meeting room: there are not enough tiles in the attic to do the whole room. It was suggested to price up a carpet and fitting from Carpetshed in Ilminster.
 - Film Club – separate sheet
 - Hallmark – to be removed from the Agenda until next year when it is due for renewal
7. Health & Safety – None
8. Capital
9. Forthcoming events – Flower Show is all going to plan. The hedges on the pavement to the hall need cutting. Query whose responsibility it is landowner, parish council, highways. In the past the committee has trimmed the worst of it back.
10. A.O.B.
 - Joyce thanked the committee for it help in selling tickets for the Open Gardens. Joyce was asked to pass on our thanks to Paul
 - There are a number of committee members who intend to stand down at the AGM. We need to find new members, by word of mouth until the next meeting.
11. Date of Next Meeting – MONDAY 19th September 2016

Meeting closed at 20.37hrs.

