

## HORTON VILLAGE HALL

Minutes of the meeting held on 26<sup>th</sup> July, 2017

1. Present: Ken White, Ian Kelland, Mervyn Hector, Bill Stevens, Jackie Moulding, Kharon Young, Anne Hockaday, Joyce Pickering, Stuart Davey and Nicola Dawe.
2. Apologies for absence: Glyn Ottery, Ann Winter, Jan Allen and Jill Mazillius.
3. Minutes of the previous meeting – amendment required – Ian would like ‘Balance Sheet’ on his report changed to ‘Income and Expenditure sheet’ - agreed and signed by Ken.
4. Matters arising from the previous meeting.
  - Would be dealt with in Chairman’s report.
5. Correspondence
  - The Insurance renewal had been received. The renewal premium is £1402.73 which is due on 5<sup>th</sup> August, 2017. This is year two of a 5 year agreement which finishes on 4<sup>th</sup> August, 2021. Ian would pay this and the new certificate would be displayed on hall notice board.
6. Reports
  - Chairman’s report attached.

Matters arising from report. Kharon would put signs on the doors which do not open. A quote had been received from Nigel Spurdle of NS Glazing of £11800 plus VAT of £2360 making a total of £14160. The quote included the two emergency doors and other external exits in main hall and the front doors with electrics for locking system. They were FENSA registered which would give a ten year guarantee. Steve Appleton of SA windows declined to quote as it was too big a contract for him. Ken would contact All Glass and Glazing now their surveyor had returned from holiday and a company suggested by Steve Appleton.

Glyn had contacted the SSDC about laying tarmac in the overflow car park. If the Parish Council applied for permission, the fee would be £172 and would be valid for three years. Ken had received two quotes from Mark Pike of £27005 plus VAT and £34255 plus VAT. The two quotes allowed for different depths of tarmac.

All the committee agreed the doors would be the priority and the overflow car park would be left as it is for the time being, although we may look into putting down scalplings. Kharon did report that the kitchen door lock needed looking at, which Mervyn and Ken would do.

Ken had sought a price for emptying the BioRoc sewerage plant as in his report. Ken would speak to Chris Baranowski to get the capacity of the tank. Jackie would obtain another quote.

Micki suggested we drew up a plan giving details when things needed doing eg the Bio Roc. Glyn had previously suggested this and had drawn up a plan and Jan and Jill (Management Team) were looking into it.

John Perrior had agreed to clean the hall windows every two months at a cost of £20. These had recently been done with the exception of the toilet window which was difficult to get to. He had also cleaned the marquee windows.

Rob Hutchings had offered to cut the hedge with his motorised hedge trimmer from the Hall entrance eastward to Neroche and Ken, Mervyn and Alan Dawe would meet at 9.00am on Wednesday to do this. (*since the meeting, Rob has phoned Ken to say that a tractor had been through with a cutter*). Kharon reported that the visibility was not good on the west side of the entrance because of the hedge and this would be looked at.
  - Treasurer’s Report

Unfortunately Ian had been unwell so had not produced an Income and Expenditure report, but reported that the balance in the NatWest current account was £18774 and £35000 in the Skipton Building Society account.

- **Building and Grounds**  
Kharon had reported that the curtains were not running smoothly on the poles in the meeting room and were in danger of being damaged. It was agreed that she would purchase new poles and Mervyn would put them up. Also the kitchen sink seemed blocked – water slow to drain. Before putting down drain unblocker, Ken would check what could be put down drain to comply with BioRoc requirements. Toilet seat lid in one of the toilets in the Ladies’ was broken.
- **User Groups**  
Joyce asked if the round tables could be put up or remain up for the Church Service after the Flower Show.
- **Booking Secretary**  
Ken read Glyn’s report in his absence. This had already been circulated. The committee agreed Glyn should look into Internet Banking. Ian would make initial enquiries with NatWest when he was next in the Bank.

#### 7. Health and Safety

- A helper at the Church fete had tripped over the threshold from the marquee into the hall whilst carrying a tray of empty cups and saucer. An accident report form had been completed and handed to Glyn. Fortunately the person involved was not injured.

#### 8. Capital Spend

Already discussed

#### 9. Celebrations 2019

- **Provisional dates and ideas**  
5<sup>th</sup> January – New Year Breakfast  
April – date to be confirmed out of school holidays - Easter parade and tea party for the children.  
22<sup>nd</sup> June – Party in the Park type of event  
10<sup>th</sup> August – Hog Roast following Flower Show  
16<sup>th</sup> November – Entertainment evening  
? December (14<sup>th</sup> we have a regular booking) Turkey and Tinsel with outside catering.

It is hoped to get others involved from outside of the committee as happened when we did the fund raising for the hall.

#### 10. Forthcoming events

- Flower Show 12<sup>th</sup> August

#### 10. Any other business

Micki said that Jackie Medland had purchased material and made drapes for the walls of the marquee for her daughter’s wedding reception and also had small circular tables for flowers etc with cloths. She would like to donate these to the hall so these could be hired out for weddings, in return for a little bit back from these hirings to help with her initial outlay.

#### 11. Date of next meeting

- Wednesday, 27<sup>th</sup> September, 2017.
- Meeting closed 9.10pm