

HORTON VILLAGE HALL MANAGEMENT COMMITTEE  
MINUTES OF THE MEETING HELD ON 21<sup>st</sup> MARCH 2018

1. Present: Jan Allen, Jill Mazillius, Anne Hockaday, Joyce Pickering, Bill Stevens, Mervyn Hector, Micki Darbourne, Kharon Young, Jackie Moulding, Stuart Davey, Ann Winter, Glyn Ottery, Ken White, and Nicola Dawe.

2. Apologies: Mike Baker, Nina Jerez, Ian Kelland.

3. Minutes approved by committee and signed by Ken.

4. Matters arising

- Ken had contacted Edward Grabham again regarding PAT testing, but he had still not come back to him. Glyn suggested that this was of some urgency as the PAT testing was now out of date. Ken would contact him again.
- Pete Daniels is getting back to him re dishwasher.
- SEC Alarms have done their annual check.

5. Correspondence

- Invoice received from Evergreen Landscaping – the total cost was £1158 which covers 13 visits. Micki felt this invoice was quite high and asked for details of previous invoices. Ian would be asked for this information.
- An email had been received from Donyatt Village Hall asking if we would be interested in joining a networking scheme with other halls in the area. Glyn replied we would be.
- Letter received from PPL passed on to Ken.
- Community Council membership due for renewal. This would be passed to Ian.

6. Reports

Chairman's report

- **Since the last meeting in January we received a quote for blackout blinds for the replacement doors. Members were contacted by email and replies to Nicola were unanimous for the order to be placed. It was hoped they would be installed by 12<sup>th</sup> March for the hirings that week but this had to be delayed due to a shortage of materials so we had to adapt the old blinds for Film Club, Gold Cup Day and the Seminar bookings.**
- **The marquee is away for cleaning and will be taken to Boldscan in April for repairs and should be back to be erected the first week in May for the first booking.**
- **SES have serviced the Alarm systems.**
- **Greenstock were called in to get the heating working after two units in the main hall failed. Have spoken to Greenstock again today and they are coming next week to look and see what parts are required.**
- (Nicola said she had rung Carol and the blinds would arrive tomorrow (Thursday 22<sup>nd</sup>) and fitted next week.)

Temporary Booking Secretary report

- **5 cancellations due to first snow, these were regular bookings so I expect Glyn will adjust their invoices, plus 4 for this Sunday/Monday.**
- **One new regular monthly booking in the meeting room and a possibility of another one.**
- **A provisional wedding booking made for Bank Holiday Monday has not been confirmed, they are going somewhere with onsite catering.**
- **The Horton Recreation Group has made bookings in April for an Easter Egg Hunt and in June, August, October and December for breakfasts. We will be charging**

**them from 8.00 to 1.30pm, but anticipate Glyn will be a little bit flexible with this and let them in the day before to set up if nothing is on in the hall.**

- **The WI and Ding Gardening Club have given their dates for 2019.**
- **Nicola proposed a vote of thanks to Glyn for all his hard work as Booking Secretary.**
- Glyn pointed out that we had lost the Gymboree Tuesday booking but other bookings (not regularly) were being made on this day.

#### Treasurer

- In Ian's absence, Ken reported that there was £13755 in the current account and £35,000 with the Skipton.

#### VAGs' reports

- WI reported that the water heater was not working properly. The WI would like to do something for the 2019 celebrations and a barn dance had been suggested.  
Glyn did say that the water heater should be emptied before use, although some empty after use but this is dangerous as the water then would be boiling.
- No other reports

#### Film Club

- Film Club needs to replace projector bulb at a cost of £500. Membership is due for renewal in April. Need 55 members to break even.

#### 7. Management Plan (March)

- Booking Secretary to give grass cutting priorities to contractors
- Renew Community Council for Somerset. Form passed to Ian to draw up cheque.
- Hallmark submission - Jill

#### 8. Hallmark

- Jill would send off Hallmark application.

#### 9. Health and Safety – nothing to report

#### 10. Capital spend

- Cost of blinds £1737.44
- Marquee repairs.

#### 11. Blinds – already mentioned

#### 12. Marquee/Wooden structure

- As mentioned in Ken's report, the marquee was being sent for cleaning and repair and it was hoped it would then carry on for a couple of years.  
Mike was looking into whether we needed planning permission for a wooden structure. This structure would consist of a permanent roof and enable us to fit the existing curtains on the sides. This would mean that the marquee would no longer have to be put up, taking up two half days, by the half a dozen men involved ie Ken, Mervyn, Glyn, Mike, Alan (Dawe) and Rob (Hutchings) who are not getting any younger!!!! It was suggested that we employed someone to erect it, but this could prove expensive.  
Mervyn suggested that rather than a wooden structure, we adapt the existing frame and put a roof on that. This would be looked into further.

#### 13. Events for 2019

- Nicola had put something in the Horton Gazette asking for offers of help and if nothing forthcoming by the July meeting, we may have to cancel some events. Caroline Bradbury had come forward.
- It is hoped the Playing Field committee would take the January date and do a 'breakfast' and the Easter date.  
2<sup>nd</sup> February – Poems and Puds Mervyn, Rosemarie, Alan and Nicola to organise with Ken and Shirley's help.  
22<sup>nd</sup> June Party in the Park – Kharon and Jackie  
10<sup>th</sup> August – Hog Roast or something similar  
16<sup>th</sup> November – Stars in their eyes with Elvis - Mervyn and Nicola had approached several of those involved previously and they were keen to help.  
7<sup>th</sup> December - Turkey and Tinsel

#### 14. Forthcoming events

- Bingo – 22<sup>nd</sup> March
- Spring Flower Show – 5<sup>th</sup> April
- 30<sup>th</sup> June weekend – Flower Festival – St. Peter's
- 11<sup>th</sup> August – Flower Show

#### 15. Any other business

- Glyn proposed that the Playing Field committee used the hall for free for their fundraising events for the next year. This was seconded by Jill and carried by the majority. Nicola suggested that the Playing Field Committee have a representative on the committee and Ann said that she would take on this role as Parish Council representative.
- Joyce enquired whether we could be offered as a place of refuge, bearing in mind the recent spell of bad weather. Ken reported that this was already in place with all the necessary forms having been completed previously.
- Kharon reported that the extractor fans in toilets not working properly, Ken would look at these.

#### 16. Date of next meeting

- 7.30pm Wednesday, 16<sup>th</sup> May, 2018

Meeting closed at 8.55pm

*Since the meeting Ken had contacted Greenstock and Edward Grabham again.*

*Nicola had received a copy of the newsletter sent to Playing Field members with a summary of the minutes of their last meeting. In these minutes it stated that 'Village Hall Committee is to be approached to see if the Hall meeting room can be used for future meetings free of charge as a community gesture of goodwill'. Nicola replied that no formal approach had been made to the Hall committee as yet. However, we did agree at our hall meeting that they could have the hall for fund raising events, eg Easter Egg Hunt and Breakfast, free of charge for the next year.*