

Rippingale Village Hall Management Committee

Minutes of Meeting of Committee

Tuesday 5th April 2016 at 7.30 p.m. in the Village Hall

		<u>ACTION</u>
1	<p><u>Apologies for Absence:</u> Andrew Flatters, (Vice Chairperson), Annette Lumb, Carol Jepson, (WI Representative), Rowena Grew, Mike Hallas.</p> <p><u>In attendance:</u> Wendy Gray, (Chairperson), Dawn Holden, (Secretary), Colin Gray, Sammy Holden, Mike Clarke, Jonny Grew, Carol Mason, (Guest).</p>	
2	<p><u>Minutes of Committee meetings held on 1st of March 2016</u> The minutes of the above meeting were agreed and signed as a true and accurate record.</p>	
3	<p>WG introduced Carol Mason who runs the Loose Ends craft group and is also a member of the Bunting Babes, the Gardening Club and the Keep Fit Group. WG proposed Carol join the VHMC as a member. This was unanimously agreed.</p>	
4	<p><u>Treasurer's Report</u></p> <p>WG handed a spreadsheet to each attendee giving details of Income and Expenditure to date. WG explained that she has perused all bank statements in order to arrive at the figures shown and that the 'income' side of affairs tallies exactly.</p> <p>WG went on to explain the figure shown for hirings for March 2016. When WG checked all records held there was no mention of a deposit of £111.00 paid into the bank in March 2016 although this has since shown on the relevant bank statement. After discussion with the bank it was established that this was a cash deposit. Mike H has spoken with Angela Keen who has confirmed that she paid the cash of £111.00 into the VHMC bank account. Angela confirmed that this was 'outstanding hiring monies', but gave no other details. Mike H is going to attempt to clarify this further with her. It has been agreed with the Bank that in future, no incoming payments will be accepted unless the sums are paid in using an official paying-in book. WG confirmed that all other transactions are accurate. A cheque in the sum of £10, being a refund to the church, has yet to be cashed. WG also confirmed that the records show that the VHMC has made a small profit to date.</p> <p>WG then handed details of future bookings to each attendee. WG suggested that consideration should be given to increasing hiring charges – possibly from the beginning of the VHMC financial year, i.e. August 2016. It was agreed that this discussion should take place when more Committee members are present.</p> <p>WG confirmed dates for upcoming events – 25th September – Feast Quiz 15th October – French Singer 12th November – Race Night All of the above events are being run by the village Feast Committee. 19th November – has been pencilled in for the VHMC Christmas Fayre.</p> <p>WG advised that a cheque has been received from the Parish Council, being a grant in the sum of £600.</p> <p>MC then checked paperwork/invoices relating to expenses namely ; work carried out on the boiler by Sean McCarthy and boiler breakdown insurance, SKDC non-domestic rates, replenishment costs for bar stock, new first aid kit, two new valves to repair leak in ladies toilets and 200 Club draw for March 2016, (£60). DH and WG signed cheques covering the above transactions.</p> <p>WG reported that she is still awaiting a second quote for the cleaning of the oven and hob.</p>	<p>MH</p> <p>ALL</p> <p>WG</p>

	Signed (Chairperson) Dated:	
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