

# Rippingale Village Hall Management Committee

## Minutes of Meeting

Tuesday 2<sup>nd</sup> August 2016 at 8.00 p.m. in the Village Hall

		<u>ACTION</u>
1	<p><b><u>Apologies for Absence:</u></b> Barry Flatters, Carol Jepson</p> <p><b><u>In attendance:</u></b> Wendy Gray, (Chairperson), Andrew Flatters, (Vice Chairperson), Mike Clarke, Colin Gray, Jonny Grew, Mike Hallas, Carol Mason and Annette Lumb.</p>	
2	<p><b><u>Correspondence:</u></b> AF has an invoice from Window Cleaner which was put through his door but had not brought to the meeting, he will pass on to the Chair.</p>	
3	<p><b><u>Minutes of the Committee meetings held on 5<sup>th</sup> July 2016:</u></b> The minutes of the above meeting were agreed and signed as a true and accurate record.</p>	
4	<p><b><u>Matters arising from the above Minutes:</u></b></p> <p>Chairs – a total of 27 chairs have been cleaned by a volunteer who hires the hall. She is prepared to clean the rest on her return from holiday if we have not managed to get done.</p> <p>Hiring – all hirers have been advised with 1 hiring declining, but may use the hall for bigger events. 1 hirer discussing at their next meeting (AGM) in September.</p> <p>Roof – Letter sent to roofing contractor on 6<sup>th</sup> July requesting copies of various insurances but to date no response. It was agreed that the Chairperson would contact one of the other contractors due to lack of response. AF had spoken with roofing contractor a couple of days ago and was advised that copies of paperwork requested was being sent in the post.</p>	
5	<p><b><u>Treasurer's Report:</u></b> WG presented details of receipts and expenditure. All invoices for end of year have been sent out and monies received.</p> <ul style="list-style-type: none"> <li>• <b>Income and Expenditure:</b> Spreadsheets emailed to all committee members prior to meeting. WG advised on income and expenditure up to year end i.e. 31<sup>st</sup> July 2016 but figures still have to be ratified.</li> </ul> <p>WG proposed that as well as getting the roof fixed to which agreement has already been made we obtain quotes re sanding and re varnishing the main hall floor area.</p> <ul style="list-style-type: none"> <li>• <b>Payments to be made:</b> £60 – 200 Club Draw for August £250 – New Year's Eve Band Deposit</li> <li>• <b>200 Club Draw – Winners for August 2016:</b> £20 – David Suddaby (21) £10 – Kirsty Murfett (162) £10 – Robert Mason (25) £5 – Fred Murfett (9) £5 – Richard Ayres (178) £5 – Janet McNeil (60) £5 – Phil Rippingale (123)</li> </ul>	
6	<p><b><u>Maintenance:</u></b></p> <ul style="list-style-type: none"> <li>• New Toilet Roll Holders – still to replace.</li> <li>• AF has put down weedkiller on nettles but it has since rained.</li> </ul>	

	<ul style="list-style-type: none"> <li>• AF still awaiting replacement handles for Fire Doors (coming from Holland).</li> </ul>	
7	<p><b><u>Any other business:</u></b></p> <ul style="list-style-type: none"> <li>• Bingo update Book/Flyer Prices have been increased (after discussions with players) bring more into line with what they pay at the Pub (but still cheaper) which has increased payouts and also resulted in increase in number of attendees for the last two weeks - we do need to continue to monitor. It was unanimously agreed by the committee and the Village Hall would look to take 25% of flyers sold towards hall costs.</li> <li>• New Year's Eve Flyers have been sent out with Village Newsletter advertising the event and Early Bird option.</li> <li>• Website update JG has further photos to put on to website – hopes to be in a position to go live after September meeting subject to work commitments.</li> <li>• Xmas Fayre WG to print off flyers for insertion in Village News in September.</li> <li>• Future Meetings It was agreed future meetings would commence at 8 p.m.</li> </ul> <p>WG asked if there were any other issues anyone had to raise – MC said he had a letter for every member of the committee which he would like them to read after the meeting.</p>	
9	<p><b><u>Date of next meeting:</u></b> Tuesday 6<sup>th</sup> September 2016 at 8.00pm The meeting closed at 9.10 pm</p>	

Signed: .....

Dated: .....

Chairman