

Rippingale Village Hall Management Committee

Minutes of Meeting

Wednesday 8th February 2017 at 8.00 p.m. in the Village Hall

		<u>ACTION</u>
1	<p><u>Apologies for Absence:</u> Colin Gray, Sheila Gray, Rowena Grew and Annette Lumb</p> <p><u>In attendance:</u> Wendy Gray (Chair), Jonny Grew (Vice Chairman) Andrew Flatters, Barry Flatters, Carol Mason, Carol Jepson, Julie Parry</p> <p>Dawn Holden was welcomed back onto the committee following a short break due to family/work commitments.</p>	
2	<p><u>Minutes of the Committee meeting held on 6th December 2016:</u> The minutes of the above meeting were unanimously agreed and signed as a true and accurate record.</p>	
3	<p><u>Matters arising from the above Minutes:</u> Rose Bowl – AF brought in a cabinet that if usable he would donate to the Village Hall. All agreed looked fine but would need to fit some locks to it. It was agreed that AF would fix the cupboard onto the agreed wall, it would have a light and a lock fitted before the Rose Bowl and other trophies were put into it. Hall Floor – WG has received cleaning fluid for use on the hall floor. It was felt perhaps a buffer is needed and discussion took place regarding type etc. WG will investigate and get prices. Floor Bar area – AF mentioned previously that some boards needed replacing – AF has re done whole floor in bar area. Light Disabled Toilet - AF advised would be better to have a pull cord. JG felt there was also the need for a light outside which would indicate that the toilet light was on. These options to be investigated by JG and AF Fire doors – JG had had no response from Exidor despite several emails. It was decided to follow up on quote we received last year and obtain updated quote if possible.</p>	<p>WG</p> <p>AF/JG</p> <p>WG</p>
4	<p><u>Treasurer's Report:</u></p> <ul style="list-style-type: none"> • Income and Expenditure: Speadsheet emailed to all committee members prior to meeting. WG advised on income and expenditure to date. • Hiring Agreements: All hirers have now been issued with an agreement. Email confirmation received from the Line Dancing group that with effect from 2nd February they would no longer be using Rippingale Village Hall. JG suggested that a letter of thanks be sent to the group, he would draft and circulate to all members before sending. • Payments to be made: Invoices/Receipts and cheques verified by CJ. 200 Club Draw February £60.00 SKDC – Bin Collection (3 months) £45.50 K Tidman – Window Cleaning December/January £20.00 C Gray – Various £734.15 (Bar Stock/Bingo Supplies/Cleaning Materials/Fixtures & Fittings/Kitchen/Maint and NYE Food) <p>JG noted we had been using supermarkets to replenish Bar Stock, would this not be more cost effective to use wholesaler instead - after discussion including whether we had turnover large enough to become VAT registered [which we do not] it was decided to continue the way we are.</p> <p>JG also noted cost of supplying food re Bingo – WG confirmed that food is provided for some members who attend the Bingo session but they are charged £3 which goes back into the Village</p>	

	<p>Hall and more than covers the cost of what is paid for supplies.</p> <ul style="list-style-type: none"> 200 Club Draw: Winners for January 2017 (drawn at December's meeting: £20 – Richard Knibbs (87) £10 – Phil Palmer (27) £10 – David Suddaby (21) £5 – Phil Palmer (78) £5 – Clive Boyfield (7) £5 – Mr & Mrs Wisker (133) £5 – David Bates (119) Winners details already published in Newsletter and Notice board and monies distributed. <p>Winners for February 2017 £20 – Cynthia Hallas (86) £10 – Robert Mason (25) £10 – Carol Mason (15) £5 – Simon Goode (170) £5 – Steve Warcup (132) £5 – Denise Clark (23) £5 – John Kimbrey (4)</p>	
5	<p><u>Maintenance:</u> Sink in bar had a leak – WG/CG sorted.</p> <p>All Chairs have had new feet fitted which should help prevent floor being marked.</p> <p>WG advised that due to changes in Health & Safety Legislation regarding fluorescent tubes we should consider replacing all the lights (tubes) in the hall with LED ones and would suggest sooner rather than later. Due to the height of the centre of the main hall from a safety point of view to replace any tubes we really should be using a scaffolding tower (most schools and halls use this method) to replace their lights – if we were to replace tubes with LEDs, lights would last longer, electricity costs would be cheaper etc. It was suggested we buy two or three to see if we need bright or soft lights. WG and AF to investigate cost etc. Apparently we do not have to replace the fittings but some will require re wiring which we would need a certified electrician to do any works as we would need a certificate to pass on to our insurance company.</p>	AF/WG
6	<p><u>Any other business:</u> DH commented that the New Years Eve party was felt by some not to be suitable for families and maybe a DJ or more up to date music would be better for 2017. This will be looked into going forward but it was agreed that pleasing everyone is not easy. JG gave an update on our new Website which is up and running now. WG asked again if we would consider having a deep clean of the hall every few months in particular for de cob webbing, washing paintwork down, washing tiles down in kitchen and toilets, cleaning windows inside. The cleaning is currently done by 2 members (as we no longer employ a cleaner) and if we consider that we are saving money. Would committee members be prepared to give up some of their time a couple of times a year? WG was asked to investigate the cost for say once/twice a year.</p>	WG
7	<p><u>Correspondence:</u> WG had received letter from Rowena Grew advising that unfortunately she would be resigning from the committee with effect from the 1st March but would be happy to help (as her husband is still on the committee) with events such as Christmas Fayre etc. WG will formally write accepting resignation and thanking her for her support over the last few years.</p> <p>DH was asked if she would become a signatory again (as she had been previously) DH agreed. WG will sort the appropriate paperwork.</p>	WG WG
8	<p><u>Date of next meeting:</u> Tuesday 7th March 2017 at 8.00pm.</p>	

	The meeting closed at 9.20 pm	
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Signed:

Dated:

Chairman