

# Rippingale Village Hall Management Committee

## Minutes of Meeting

Tuesday 7<sup>th</sup> March 2017 at 8.00 p.m. in the Village Hall

|   |  | <b><u>ACTION</u></b> |
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| 1 | <p><b><u>Apologies for Absence:</u></b><br/>None.</p> <p><b><u>In attendance:</u></b><br/>Wendy Gray, Colin Gray, Carol Jepson, Barry Flatters, Annette Lumb, Dawn Holden, Carol Mason, Julie Parry.</p>   |                      |
| 2 | <p><b><u>Minutes of the Committee meeting held on 8<sup>th</sup> February 2017:</u></b><br/>The minutes of the above meeting were unanimously agreed and signed as a true and accurate record.</p>   |                      |
| 3 | <p><b><u>Matters arising from the above Minutes:</u></b><br/>Light Disabled Toilet - quotes requested.</p> <p>Fire Doors - WG has gone back to original supplier - due to lapse of time the quote may have gone up, awaiting a response.</p> <p>Hall Lights - kitchen lights and lights in alcoves have been replaced at a cost of £121.15. CG had obtained a cost of £630.00 to replace rest of lights which was half the price of Town &amp; County quote. CG proposed that at this price we should go ahead and change the rest now, seconded BF all in agreement.</p> <p>Cleaning - WG waiting for quotes for spring clean a couple of times a year, it was noted that it would possibly be cheaper to have spring clean done four times per year instead of twice. AF suggested Beeby's Cleaning - WG to investigate.</p> <p>Rose Bowl - AF to obtain a lock for cupboard and fix before items are put into the cupboard.</p> |                      |
| 4 | <p><b><u>Treasurer's Report:</u></b></p> <ul style="list-style-type: none"> <li>• <b><u>Income and Expenditure:</u></b><br/>Speadsheet emailed to all committee members prior to meeting. WG advised on income and expenditure to date.</li> <li>• <b><u>Payments to be made:</u></b> Invoices/Receipts and cheques verified by CJ.<br/>200 Club Draw March £400.00<br/>W Gray – Hygiene Certificate (renewal) - £24.00<br/>C Gray – Various £284.32*</li> </ul> <p>*Bar Stock £10.80, Bingo £7.44, Cleaning Materials £45.44, Lighting £121.15, F&amp;F £59.49, Maint £40.00.</p> <ul style="list-style-type: none"> <li>• <b><u>200 Club Draw:</u></b><br/><b><u>Winners for March 2017</u></b><br/>£200 – Sue Knibbs (17)<br/>£50 – John Kimbrey (4)<br/>£50 – Pat Read (185)<br/>£50 – BCD Gray (200)<br/>£50 – Trevor Larner (163)</li> </ul>   |                      |
| 5 | <p><b><u>Maintenance:</u></b><br/>AF and CG to agree date to replace lights in main hall when received. (12<sup>th</sup> March).</p>   |                      |
| 6 | <p><b><u>Any other business:</u></b><br/>CJ reported that the cupboard used by WI has had the lock broken but nothing appears to have</p>  |                      |

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|   | <p>been taken. WI will replace lock.</p> <p>BF concerned that the outside light over front steps does not light up bottom steps - AF will sort.</p> <p>AL commented that the ladies toilets are in need of re-decorating. WG confirmed on list of proposed works to be done</p> <p>Opening windows also needed in both toilets but must be lockable. WG to investigate/obtain quotes.</p> |  |
| 7 | <p><b><u>Correspondence:</u></b><br/>None.</p>  |  |
| 8 | <p><b><u>Date of next meeting:</u></b><br/>To be confirmed – discussed possibility of holding meetings every 2 months going forward.</p> <p>The meeting closed at 9.10 pm</p>   |  |

Signed: .....

Dated: .....

Chairman