

# Rippingale Village Hall Management Committee

## Minutes of Meeting

Tuesday 15<sup>th</sup> August 2017 at 8.00 p.m. in the Village Hall

		<b><u>ACTION</u></b>
<b>1</b>	<p><b><u>Apologies for Absence:</u></b> Colin Gray, Jonny Grew not in attendance no apology received.</p> <p><b><u>In attendance:</u></b> Andrew Flatters, Barry Flatters, Wendy Gray, Dawn Holden, Carol Jepson (WI), Annette Lumb, Carol Mason (LE/FC) and Erica (Parish Council Representative)</p>	
<b>2</b>	<p><b><u>Minutes of the Committee meeting held on 13<sup>th</sup> June 2017:</u></b> The minutes of the above meeting were unanimously agreed and signed as a true and accurate record.</p>	
<b>3</b>	<p><b><u>Matters arising from the above Minutes:</u></b></p> <p>Outside area weeds/hedge – dates for cutting back hedge by BF/JG – provisionally agreed look at work being done during first two weeks of October, BF ok with this, WG to contact JG.</p> <p>Front Entrance Steps/Fire Doors – update - if we change handles on fire door leading out to ramp (different style with manual lock) no need to consider ramp at front.</p> <p>Vents in toilet windows – unable to fit to windows, look at costs for installing air bricks.</p>	<p>BF/JG/WG</p> <p>WG/CG</p> <p>WG/CG</p>
<b>4</b>	<p><b><u>Treasurer's Report:</u></b></p> <ul style="list-style-type: none"> <li>• <b>End of Year Accounts</b> Draft completed, awaiting final bank statement to be checked off before being sent to auditor for accounts to be ratified.</li> <li>• <b>Income and Expenditure:</b> WG advised on income and expenditure to date and confirmed our electricity charges have started to decrease since upgrading the lights in the hall.</li> <li>• <b>Payments to be made:</b> Invoices/Receipts and cheques verified by **. <ul style="list-style-type: none"> <li>200 Club Draws August/September - £460.00</li> <li>K Tidman, Window Cleaning (June) - £10.00</li> <li>C Gray – Various - £259.25**</li> </ul> </li> </ul> <p>**</p> <p>Bar Stock £44.49, Maint £166.88, Bingo Food £23.69, Cleaning £19.20, Stationery £4.99</p> <p><b>Payments made since last meeting:</b></p> <p>SKDC Bin Collection £45.50 C Gray – Bar Stock/Cleaning £160.00 W Gray – Stationery £57.64</p> <ul style="list-style-type: none"> <li>• <b>200 Club Draw:</b> <b>Winners for August 2017</b> £20 – David Rouse (55) £10 – Trevor Larnar (163)/Lynn Hall (30) £5 – Angela Gray (2)/Mike Bronze (76)/Glenys Petz (29)/Barbara Thompson (22)</li> </ul> <p>Winners names will be published on noticeboards and in magazine</p> <p><b>As we are not meeting again until October numbers were drawn for September i.e. BIG DRAW – numbers will be advertised on noticeboards first week September and information sent to Mary Morgan to put in magazine at same time.</b></p> <p><b>Winners for September 2017</b> £200 – Toni King (24) £50 – Richard Knibbs (87), £50 John Phillips (108), £50 Margaret Ayres (71), £50 Colin Gray (140)</p>	

5	<p><b><u>Maintenance:</u></b> Light out at back entrance.</p>	AF
6	<p><b><u>Correspondence:</u></b> Letter received from Chairman of the Feast Committee thanking Village Hall for their efforts on and leading up to the Mocktoberfest Night. Everyone had a great time and thoroughly approved of the German beers! Also received extremely positive feedback about the buffet provided with many commenting about the very good range and choice of food on offer. He felt the evening was a good example of a successful joint effort and worth repeating at some point.</p> <p>E-on – letter received re Changes to their terms and conditions – WG has advised them that all correspondence should be addressed to Rippingale Village Hall Committee rather than one individual.</p>	
7	<p><b><u>Any other business:</u></b> Key Cards – shelved for time being.</p> <p>Xmas Fayre – WG suggested “Christmas Market Style” possibly charging £6 per table, 1 Bumper Raffle Prize rather than lots of little ones. Suggestions – ABC Meat stall, Hambleton Bakery, Fruit and Veg could be considered. WG asked CM if she would try to sell tables on Face book again for us. WG and CM to move forward.</p> <p>NYE – Group has been booked (details to be announced in due course) – WG asked should we consider charging £10 per ticket (need to compete with The Bull this year so need to make it attractive for people to want to come). Other events have been booked at The Bull which would normally have come to the Village Hall i.e. Parties, Church Harvest Supper! AL said that felt should leave at £12.50 as not expensive for a New Year’s Eve event.</p> <p>CJ (WI) – re setting up and putting away furniture, had explained to ladies that the VH has no caretaker (this was never in caretaker’s JD anyway). CJ had looked at websites re H&amp;S issues but had found nothing covering this – from WI point of view it is normally CJ, MJ and one other who deal with this but CJ felt perhaps the VH should have some sort of handling policy that could be displayed. WG said would look into what policies we already have if anything covers this and if not would look into getting a policy drawn up.</p>	<p>WG/CM</p> <p>WG</p>
8	<p><b><u>Date of next meeting:</u></b> 19<sup>th</sup> October 2017 – Annual General Meeting commencing at 7 p.m.</p> <p>The meeting closed at 8.53 pm</p>	

Signed: .....

Dated: .....

Chairman