

# COLTON VILLAGE HALL MANAGEMENT COMMITTEE

## MINUTES OF THE MEETING

HELD ON 25 FEBRUARY 2016

### **1. Members Present**

Kerry Ball, Shirley Barnett, Malcolm Godfrey, Marie Havelock, Ian Jones (Chair), Joan Kinsman (Acting Minutes Secretary), Peter Jones, Ron Lawrence, Polly Macmillan, Richard Monbiot, Paul Waring

### **2. Apologies**

Allan Lloyd, Brenda Lloyd, John Macmillan, Sonia Jenkinson

### **3. Disclosure of Interests**

No disclosures declared

### **4. Minutes of the Last Meeting**

Were taken as read and signed by the Chairman

### **5. Matters Arising**

Item 9 Paul Waring has arranged for the damaged tyre on the trolley to be repaired. Repaired by Chris Whelan.

Kerry Ball has placed the Village Hall on Facebook.

Item 10. Alan and Brenda have let Kerry Ball have the list of key holders. John Macmillan to email village organisations regarding Bellamour Room security code and door locking. Brenda has a list of key holders. Kerry has devised a notice but this needs to be laminated. Joan Kinsman has a laminator and will do this and pass to Kerry.

Item 12. Graham Brown has not yet rolled the damaged green area due to weather conditions.

Notices have now been printed and displayed.

Item 15. Will be discussed in the Meeting.

The number and type of bookings of the Hall to be advised at a later date.

Item 16. Peter Jones has put the clock right and reset it and contacted the alarm system installer and is awaiting the break glass replacement. Ongoing problems with the car park lights timer. Ron Lawrence has contacted the Builder re completion of minor works.

## **6. Chair's Report**

The Chairman reported that the Wine Tasting evening is booked for 4 March.

The proposal for Ballroom Dance Lessons by Marion Vernon in the Hall with advertised dates. The dates clash with the Parish Council and the VHMC

Paul Waring and Shirley Barnett advised objections because of sound infiltration with the Parish Council Meeting being held in the Bellamour Room in April also the dates would clash with the VHMC meeting. Ian proposed that it might be tried as a one off. Suggestion that postponement or revision of the dates for these lessons. Request that any subsequent booking of the Hall should be agreed with the first booking party. **Kerry Ball** to discuss with Marion Vernon if her dates/time could be changed.

The Chairman thanked Chris Whelan, Paul Waring and Peter Jones for getting the trolley wheel fixed.

## **7. Treasurer's Report**

Ron Lawrence reported that we had £6,000 in the Bank and that we were slightly better off than last year. Ron's Bank Transaction list is attached to the signed Minutes.

£3,500 paid out for the car park resurfacing.

## **8. Sub-Committees**

**Ways and Means:** Nothing to report

**EASC:** Following the case that John Macmillan put to Tesco for CLNR it was accepted and they have secured a grant of either £8,000, £10,000 or £12,000 . Voting by tokens will take place during March. There are three contenders.

**Kerry Ball** will advise Villagers that they can vote using tokens when they shop at Rugeley Tesco. It is hoped that we can get as many shoppers to use their tokens supporting CLNR which would increase the amount awarded. But they will be awarded at least £8,000 depending upon the voting. This was reported in the Express & Star.

**Hiring and Pricing:** - Kerry handed a written report (attached) to the Committee.

**Marketing Group:-** There was a meeting on 2 February and details of forthcoming events have been put on Facebook. Also an article submitted to the Parish Magazine.

**9. Constitution –**

It was agreed that "Trustees having given provisional agreement to the Draft Constitution, the item should now be postponed to allow for consultation with the parish". To be discussed further in April.

**10. Events: Quiz, Spring Open Day, Queen's Birthday, Auction**

**Quiz;** Organised by Duncan follows on from the Auction in the evening of Saturday 12<sup>th</sup> March commencing at 7.30pm

**Spring Open Day;** It was confirmed that the proposed Spring Open day on 3 April 16 to be cancelled and move this event to the AGM on Thursday 30 June 16. It should be a short AGM. Followed by a combined History Society, Tia Chi and Village Organisations to put on a display.

**Queen's Birthday;** The Queen's Birthday celebrations are taking place on 11th and 12th June 2016. The Church will have a flower festival and a Service of Thanksgiving on Sunday. Colton School will do a display for the Church. WI may do refreshments either in the Church or the Hall. The History Society may wish to put on a display on Saturday. Because of the Iron Man on Sunday this would be better to be done on the Saturday.

John Carter suggested a Street Party or perhaps one on the Car Park. The Village Hall will be available for any activities if any Village organisations would like to run any activity. Details to be put on Facebook and Villagers to be made aware. There may be a clash with the Iron Man which is being held Sunday 12 June. This will mean road closures near Colton - 8am – 1pm (see note).

**Auction;** Saturday 12<sup>th</sup> March. **Marjory Monbiot** and **Shirley Barnett** to do the booking and listing of items for the Auction. The times 6.30 to 7.30 are for receiving items on Friday evening. They will require the paperwork and labels. **Shirley Barnett** to liaise with **Brenda Lloyd**. Saturday viewing between 1 – 2. The Auction commencing at 2 until 5.30. The Auctioneer will be **Tony Winter** with **Richard Monbiot** to be the "spotter". Advertisements being put into the local newspapers. **Ron Lawrence** will provide the cash float. A small stage is required, **Peter Jones** will arrange this with Colton School. Liaison required

because the school have a play planned and speak to Amanda at the school regards to using part of the stage. **Allan Lloyd** to help?

**Brenda Lloyd** to be approached to help **Polly MacMillan** with refreshments. **Shirley Barnett** will set out the kitchen the evening before. Cakes being donated. The Auction is already advertised on the Colton Web Page. Members present will clear away to ensure the Hall is available for the Quiz being held in the evening.

Refreshments. Need to check who has got the tea and coffee supplies.

The UK's EU referendum is being held on 23 June. This is also the date of the proposed CVH AGM. **Ron Lawrence** will check with Sarah Pierce if this is OK for the Hall to be used next to the Bellamour Room and do they have a timetable. **Peter Jones** and **John Carter** usually set this up.

Ways & Means. Nothing to report.

The Quiz on 12 March has now been posted on the Colton Web page.

## 11. Booking Reports

Kerry handed out a report to the Committee of the bookings (attached to the Minutes.

£2,300 pre-booking for after April deposits. **Ron Lawrence** will advise the amount for bookings.

Discussion took place regarding being able to book the Bellamour Room and the main Hall with the noise penetration between the two rooms.

**Ron Lawrence** will contact someone who will do a free survey of the Bellamour Room for soundproofing and will report back.

Discussion of costing for the Hall took place.

## 12. Repairs and Maintenance; Car Park Resurfacing

The Car Park lighting problems. Peter reported that it can be pre-set but is not adjusting for the hour.

A small group of trustees including hon officers, faced with the possible loss of an opportunity to resurface the car park at an advantageous price, (£3500) asks the committee to retrospectively validate the decision taken at the time, when a tiny window of opportunity presented itself and it was not possible to consult the whole committee. Proposed by Malcolm Godfrey and seconded by Richard Monbiot. Agreed with one abstension.

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13. **Secretary's Report/Correspondence**

There were no reports or correspondence with the Secretary not being present.

14. **AOB**

Joan Kinsman asked what was happening with the signage that was discussed last year. Paul Waring advised regarding funding by SCC but he had been told that there was not enough space to put a sign on the Colton Junction due to the number of other signs in place. **Paul Waring** will write to Martin Titley to request a larger Village Hall sign be made for the end of the drive and report back.

As no one has come forward to take on the role of Editor of the Parish Magazine it was reported that Heather Whibley has agreed to continue for the short term to edit the Magazine. Help to reduce the load to Heather has been offered by Colton Church on a rota basis to collect the magazines and distribute these to the 10 house distributors. A suggestion to advertise this part of the job. There was a suggestion to bring this up at the Parish Assembly as continuity of the Magazine in the Parish is vital as a method to inform Villagers. Also the PCC and Lands Trust should be involved. There are problems with Heather having the correct software which means that she has to take the copy down to the printers. Could this be resolved?

There is a meeting called by Marie Havelock on 21 March for interested parties to try and seek a longer term resolution.

15. **Date of Next Meeting**

Thursday 31 March, 2016.

The meeting closed at 9.00pm.

Note:

The Iron Man bike course will not pass through Colton but will skirt the Western sides of the area. During the above advertised times residents should prepare for extended travel times and alternative routes via the B5014 Uttoxeter Rd to access Rugeley and the A51 South.