

COLTON VILLAGE HALL MANAGEMENT COMMITTEE

Minutes of committee meeting held in the village hall on Thursday 26th
January 2017 at 7.30pm

Present:

Richard Monbiot (RM Chairman) John Macmillan (JM), Polly Macmillan (PM),
Ian Jones (IJ), Marie Havelock (MH), Alan Freeman (AF) Kerry Ball (KB)

- 1) **Apologies:** Ann Nunn, Sonia Jenkinson, Tony Winter

In Attendance: Kate Staples (KS)

Kate Staples, representing the Playground Group, had been invited by the Chairman to update the meeting regarding the Playground. KS has expressed an interest in becoming a Trustee and as such she was warmly welcomed.

- 2) **The draft minutes** of the meeting 27/10/2016 were approved and signed. S suggested that as the minutes are eventually for outside consumption, it would be advisable to include surnames of members and others in those minutes. Draft minutes to be amended before being posted on the website on Ann Nunn's return.
- 3) **Matters arising:** The Christmas Fayre had raised £913.00. It was felt that some lessons could be learnt and Margaret Carter will provide a list for future events. £345 was donated by the Dun Cow to the Playground Project from funds raised from their Christmas Hamper raffle.
A stage has been purchased and the toilets have been soundproofed. JM has looked at the Charity Commission new annual return document and advised Ann Nunn on completing it.
- 4) **Chairman's Report:** Gas and electricity checks have been made and tests confirm all OK. Certificates have been issued to that effect. These are required every 5 years.
We have signed a new deal for Gas and Electricity, although the electricity has gone up by about 15%. JM has signed contracts for the new deals with the approval of the Chairman. It was decided not to hold the March auction.
KB will take over the cleaning when Ann Martin retires in April. There will be two other cleaners who will cover holidays and illness.
- 5) **Treasurers report.** Accounts were circulated. Richard Monbiot reported that we have £18,400 in the bank. Bookings are up from £12,561 in 2015/16 to £15,174 in 2016/17 but only £1,067 received so far for 2017/18. More bookings are required as £3,000 of grants obtained in 2016/17 will not be repeated and running costs were

artificially low by a similar amount owing to a one off rates refund meaning that the 2016/17 figures were favourably skewed by £6,000 . A new sound system, boiler fan and other items totalling £2,000 are required, leaving a surplus of £11,000 at the end of the year. The sound system has been damaged beyond repair and needs replacing at a cost of £500-£600 which has already been agreed. A generous donation of £1,000 in memory of Pete Jones was discussed and it was agreed that a brass plaque in the hallway would be appropriate. KB will check out prices etc. RM will check with Ruth Jones about this suggestion.

No new treasurer has been found as yet but the Chairman has looked at new software to make the job easier. KS will compare the software available and report to the next meeting. Final accounts due in June. KS implied she may take the role of treasurer on for 12 months. RM to ask Ron Lawrence for a definitive list of suppliers and he will email KS with this.

We are obliged to keep a surplus of £5,000 and the car park will need repair work in the near future. A contribution to the playground would be advisable. The fascia of the hall needs repair now, and possible replacement in 5 to 6 years.

It was agreed to leave the balance in the bank at the moment, even though this was not earning any interest.

The disrepair of the wall by the barrier was discussed. The committee was unsure who was responsible for the wall and RM will speak to ex members of the VHMC to find out. JM to contact the Official Custodian of Charities to see if they have the deeds.

6) Secretary's Report - none

7) Playground - KS informed us that she has only recently moved to the village but is committed to helping keep the playground for the sake of the children of Colton now and for the future. There were only two people actively working on the committee, KS and Ben Ridgeway, despite the large number who had volunteered at the public meeting and she expressed her disappointment that although there had been a lot of support initially, interest seems to have dried up. KS has been advised that the group cannot apply for funding without plans and costs, and will need match funding. Biffa, Aviva and Tesco are possibilities. KS to request contributions from Parish Lands Trust and the Parish Council. £40K needed for 'ultimate' playground, and £26K for 'like for like'. KS has a list of fundraising ideas. RM to draft a letter to the PC. RM also will contact everyone who originally expressed an interest in helping. The Playground Project Group (PPG) will sit as an action group under the VHMC to aid funding and accounting. RM suggested HS2 may be a possible help with funding.

8) Bookings - 14 outside bookings already received including 5 weddings. KB asked that the fee for the Caravan Club be frozen as the club was struggling and this is a good income for the VH. Agreed. The CC require the hall for their New Year booking for next year to include Monday 1st and Tuesday 2nd January 2018. KB to ask Ann Nunn to speak to T'ai Chi who are booked in for the Tuesday 2/1/18 as there would be a conflict of bookings. Wedding fayre booked for 23/24th July 2017

9) Working Groups

a) **Marketing** RM informed the meeting that a small group have met to discuss a Colton Fair/Summer Gardens event to take place on Saturday 24th and Sunday 25th June 2017. Several suggestions so far include a Pub Tug o' War, stalls, bouncy castle and open gardens. Mel Havelock-Crozier is compiling a list of events. A theatre group will be performing 'From Here to Absurdity' on 9th September 2017, the Greyhound will be running a bar. Possible Murder Mystery evening.* Auction 22/23 September 2017*. Need to advertise widely and both events* should be on Facebook.

b) **EASC** JM reported that work on the interpretation signs was progressing. The Chairman of the Colton PG had suggested that the Guild would make a donation towards a picnic bench. The children from Colton Primary School are building a 'bug hotel'. The whole of the Tesco grant money must be spent before the deadline which is the end of April.

c) **Ways and Means** There is a problem with the drains in the Ladies WC. Although they have been unblocked three times there still seems to be a problem. JM to speak to Reg Bates' Drains to discuss it.

Sound proofing has taken place in the Bellamour Room.

2 Ceiling lights have been replaced.

Toilet seat and hand drier in the ladies WC have been repaired.

IJ to purchase 6 bulbs to replace broken bulbs in the glitter ball, at a price of £30. This will leave four spare bulbs for future replacement.

IJ also to purchase bulbs for the wall lights, and replacement stage cans as agreed 27/10/16.

d) Fundraising. Stage lighting (IJ to get a quote), and sound system (£500), need replacing. RM to write to Parish Lands Trust to request funds for the above.

10) Induction of new Trustee. RM to ask Ron Lawrence and Allan Lloyd to help with the induction of our new Trustee, KS.

11) Village Organisations - An invitation had been received to attend the installation of the new Priest at St Mary's Church Colton.

This will take place on Saturday 4th February at 2pm. All members of the VHMC are invited.

- 12) AOB** RM invited KS to report on the progress of the Playground Project Group. KS has only recently moved into Colton but is already involved in the above project, together with Ben Ridgeway (see item 7)
- KS also asked for our help with her project for 'Charity and Social Enterprise Management'. The project would be about fundraising for our VH. The committee was enthusiastic in helping KS as this would also help our organisation.
- JM asked for comments about 'Go Raise' as a fundraising opportunity for the VH. Go Raise will provide leaflets to be distributed throughout the village. It was agreed to go ahead with the idea.
- Committee asked to keep unwanted Christmas presents for the Christmas Fayre in November this year.
- AF and JM will bring the ping pong table back to the hall from the Church on Monday morning.
- Next meeting Thursday 23rd February 2017

..... Dated _____
2017