

OTTERHAMPTON VILLAGE HALL

REGISTERED AS A CHARITY

No 304605

Minutes of Meeting Held 9th April 2014

Present:-

E Marriott. J Marriott. D Lavis. L Sidebotham. L Carter. M Ford. J Bailey. S Barton. A Rowley. H Jowett.

Apologies:-

M Lloyd-Williams. D Simcox. T Gardener. D Davie

Daphne Lavis was welcomed to the committee as Short Mat Bowls representative replacing Rob Guard who resigned.

Minutes of last meeting:-

Minutes from the meeting 12th March 2014 were approved and signed by Sue Barton as chairperson.

Matters arising:-

1. The light fittings for the 7 toilet lights were approved by all present and will be auctioned by John.
2. Amended Hiring Procedure Policy was adopted. Proposed by J Marriott and seconded by J Bailey.
3. Broadband is now up and running in the Hall and the password has been emailed to all committee members, John to laminate for the hall notice board and Harbour View. It was agreed to add the facility to the Hiring Agreement, Elizabeth to action.
4. Piano has been collected and requires tuning; Lynn will look into piano tuners and costs.
5. Kier has been emailed re damp wall in main hall and to date no reply has been received.
6. AGM. It was agreed to hold the meeting at 10am on the 17th May and John volunteered to produce advertising signs. It was also agreed to incorporate a bring and buy plant sale, to be discussed at the next meeting.

Points outstanding from previous meetings:-

1. Provisional plans to be communicated by a Flyer content to be decided. OPRA have agreed to our request for a stall/table at their Fete to promote the provisional hall plans possibly with a questionnaire.
2. Helen volunteered to produce the Kitchen Inventory.
3. Update from Sedgemoor district councils grant which is due in April.
4. Three local builders have been contacted for quotes for the repair of the damp hall wall. Actioned by John.

Health & Safety:- No items.

Treasurers Report:

Treasurers Report Submitted account balance stands at £7,372.68 plus £78.96 market petty cash held.

Any Other Business:

Ball Play - It was agreed to write to Chat and Chill outlining the fact that we are about to purchase new light fittings and ball play will no longer be accepted with the exception of table tennis. Lynn volunteered to write.

Toilet Blinds – Sue volunteered to get costs.

Microwave and Kettles – Sue volunteered to get costs for a replacement microwave and two new kettles.

Fire Equipment Annual Service – Due in May, It was agreed to get a quote from Ball Fire Protection. Elizabeth to action.

Waste Transfer Note – Is due and hasn't been received yet, Elizabeth to chase.

Hall Telephone – Is only working intermittently, it was agreed to replace. John to action.

Post Received: Non

Items for Next Meeting:

1. AGM

Meeting closed at 9.25pm

Date of Next Meeting: - Wednesday 7th May 2014 at 7.30pm

Signed by Chairperson.....

Date.....