

OTTERHAMPTON VILLAGE HALL

REGISTERED AS A CHARITY

No 304605

Minutes of Meeting Held 9th October 2013

Present:-

D Turnball. D Davie. L Sidebotham. S Barton. L Carter. E Marriott. J Marriott. A Austin. S Ayley. T Gardener.
A Rowley

Apologies:-

M Lloyd-Williams. L Browning. M Ford. J Bailey. H Jowett

Minutes of last meeting:-

Minutes from the meeting 11th September 2013 were approved and signed by John Marriott as Chairperson.

Matters arising:-

- 1, Finance policy approved and adopted, proposed by S Barton Seconded by T Gardener..
- 2, Cleaner: It was agreed by Alex and Nicola to supply a monthly Invoice to be submitted to the treasurer for Payment.
- 3, WI Fi for the Village Hall as suggested by Yvonne Bulman, Lynn agreed to look at costs.
- 4, PAT Testing to go ahead in October.

Skittle Alley: - Concrete area logged as a risk on the Health Risk assessment sheet, will be removed at a later date when work has been complete, Andy Turnbull has offered to repair the Concrete area Information E-mailed to committee. The alley needs to be refurbished before April to allow time for the League to be made aware of our upgraded facilities.

Damp Wall: - Committee agreed for a survey to be carried out to confirm the cause of the damp wall in the main hall, cost approx. £150.00, John will action in October.

Grant Application: - A grant application has been sent to Sedgemoor District Council requesting funding towards rectifying the damp wall, no update to report.

Health & Safety New steps purchased for Cleaner.

Fund Raising: - Wilkinson approached for funding, confirmation received of receipt of request no further information received.

Halloween Event:- Final details were arranged.

Treasurers Report:-

Draft accounts were submitted showing a balance of £6,964 as at 30th September 2013, some receipts not banked and the bank statement not received in time for the meeting.

Authorised Signatories updated to Include L Carter, and removing T Gardener.

Any Other Business:-

CCS networking event, update of event Information gathered.

John to discuss with Reg Wilkes the possibility of Chat and Chill using the Skittle Alley when the Hall is required for an alternative Friday Evening Booking, terms of use to be discussed.

Letter to be sent updating the Architect of our current situation, Elizabeth will action.

Architects Quote and original letter to be emailed to the committee by Elizabeth and snail mailed to Helen.

It was discussed that perhaps a Flyer and provisional plans with questionnaire be composed and distributed to the parish before we get back to the architect with and further changes.

Social Events update since last meeting, Dog Calendar Halloween and Drum evening, report on how well the events were received and discuss help and planning for next events.

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Post Received:-

Resignation received from Sue Ayley who has resigned from running the Social Club effective from the start of the next Financial Year, April 2013.

Items for Discussion:-

Hire charges and set up costs.

Meeting closed at 8.30

Date of Next Meeting: - Wednesday 13th November 2013 at 7.30pm

Chair Person:- Maureen Lloyd-Williams

Signed by Chairperson.....

Date.....