

OTTERHAMPTON VILLAGE HALL

REGISTERED AS A CHARITY No

304605

Minutes of Meeting 8th February 2017

Present:- S Barton, D Davie, H Jowett, T Gardener, A Rowley.

Parish Council :- A Prowse.

Apologies :-, L Sidebotham, M Ford, A Austin, P Priest, R Barrett

User Group :- Bowls Club Radiator leak has been fixed.

Keep fit requested a draft excluder for the fire door in the main Hall.

Kitchen key requested by Keep fit group.

Matters Arising

A, Minutes from January 11th approved and signed.

B, Aly Prowse gave an update of the current CIM fund position.

C, Rebecca supplied additional Information regarding bouncy Castle Hire rates.

D, Village Web site Tina and Sue to arrange to meet for training session.

E, New Notice Board needed for outside will investigate cost **AR**

F Deep Clean company to be contacted. **SB**

G, Hygiene certificate for Village Market yet to be completed. **SB**

H, Pest Control report still not received. **SB**

I, Minutes to be uploaded to the Village Web site.

J, Bingo Poster needed for the 25th February. **AR**

K, Suggest to the Social Club that we share the Social Club lap top. **AR**

L, Treasurer needs to supply a list of cheques raised on a monthly basis so the expenditure can be seen and acknowledged by the committee.

M, AGM to be held on the 12th April, notices need to be out by the 22nd of March. **AR**

N, letter to be sent to all User groups advising date of AGM requesting a representative attend.

Treasurers Report:- £4,656.08

Correspondence Non

Health and Safety : Two Fire safety light's still not working correctly, **SB** to contact Electrician.

Meeting closed at 9.25

Date of Next Meeting: - Wednesday 8TH March @ 7.30

Chairperson:- Sue Barton

Signed by Chairperson.....

Date.....

