

Minutes of Tasset Village Hall (TVH) Committee Meeting 7pm Weds 14th August 2019

Present: Sheila Brodie (Treas.), Shirley Colbeck-Smith, Sarah Hallberg (Sec.), Kate Hersey, John Holland, Lizzie Kathiravel, Michael Nixon

1. Apologies

Hazel Ions, David McCracken

2. Minutes of previous meeting

Minutes of OM held on 10/7/19 were presented and accepted without alteration.

3. Matters arising (not dealt with elsewhere on the agenda)

- SH to put a note on the Tasset website re. Repairs Book (which will be located on the stage).
- SH to check the Accident Report Book is still in the folder in the hall

4. Finance Update

- SB presented the financial position as at 14/8/19. The report was accepted unanimously. Copy attached (see Appendix 1)
- SB raised the issue of charging for the use of the kitchen, following a marked increase in the cost of utilities. Following discussion, it was agreed that changes to the charging structure for kitchen use would allow the overall rental charges to remain the same. Charges for use of the kitchen for hall users will no longer be discretionary, and the following charges will therefore apply:
 - £20 for private parties (full use of kitchen)
 - £10 for charitable events (full use of kitchen)
 - £5 for meetings/non-local events (light use of kitchen)
 - £1/hour extra for groups who use the hall regularly (light use of kitchen)
- SH will update the rental charging sheets as above and once done, Tasset Website will be updated, copies of the new charging sheets will be placed both inside the hall and on the hall's external noticeboard. She will also confirm to the local groups affected

5. Garden update

- Hedging: LK and SH have not yet managed to meet, but will investigate further.
- HI had confirmed that Jimmy will contact Mark and arrange a date for them to come and look at the pergola. She thinks it may be possible for the pergola to be moved without removing the fence – which would make organising the other works easier. HI will confirm to SH once they have had a chance to do so.
- LK has planted the tubs up. She has kindly offered to make a donation towards the cost of soil/plants, and will submit relevant receipts/invoice to Sheila.

- LK has sent out a Tarset Mailing to ask the community for plants for the garden, and is awaiting responses.

6. General Management

- SH has sourced an appropriate Repairs book. Issues will also be added as an agenda item each month once the book is in use (from September onwards).
 - KH to instruct Linus re. any small jobs which need doing (LK will check the book regularly and let KH know of any general maintenance items for Linus and to let Sheila know of any electrical items for Russell (bearing in mind that Russell has a £65 call-out charge so we need to have enough work for him to do to justify the call-out charge)
- SH has sorted out a thank you card to Maureen McCracken (for the kind donation of a new kettle) on behalf of the committee and will post it out to her.
- Grants – SH still investigating the various potential funders, not just for the garden but for any future grants the hall might need. She aims to create a small 'directory' of potential funders who might consider an application from Village Halls.
- External Painting – SB has spoken with Michael King and instructed him to go ahead with the painting. She has heard nothing further since that time and we assume the weather has made it impossible for him to commence. SB/JH to chase.
- Following discussion, it was decided that the idea of offering the hall as a cost-effective venue for wedding receptions could be made public (JH's article mentions the possibility) and the committee will discuss the costs/logistics/mechanics further as and when any requests are received.
- The steps to the stage need to be replaced and MN will investigate various options.

7. Bookings

- Films start back on 5th September – the first film being 'The Lives of Others'
- SH had contacted Jeff Mills as agreed. The Leek Show is booked for the 7th September. Jeff has requested a standing annual booking going forwards for the 1st Saturday in September.
- NNPA have placed a provisional booking for March next year
- Various regular groups are expected to start back in October. SH to check dates.

8. Bars

- SH will circulate the bar bookings sheet by email.
- Leek Show (7th Sept) – SC has kindly agreed to be one of the bar volunteers. SB, JH and KH have also agreed to help as necessary

9. Events/Fundraisers

- 'Pointless' is still going ahead on 5th October as planned and is over-subscribed with contestants, which is excellent news. TVH Committee will all be needed to help out with cooking, etc.

- Highlights - The next production will be 'Revelations' on Friday 22nd November. SH has received customisable posters and has this morning received the new Highlights brochures. It was decided that we will set out the hall cabaret style as before, and will put out crisps/nuts on tables. Bar will be run by all committee members present.
- Promise Auction – in HI's absence, discussions to be delayed till next meeting.
- The Tarsset Christmas Party will be going ahead. Dates to be either Friday 13th or Saturday 14th December. JH will be co-ordinating the organisation of this event with very welcome help from Amanda, David and Tracey. The primary aim of the Party is to get as many community members as possible together. TVH committee will run the bar for the event and as many members as possible will be needed to help.
- Ann Bell – SH had contacted Ann. She had given the paintings away, so the hall will not be needed.
- Halloween BBQ – it was decided that there are sufficient events this year already and we also do not wish to interfere with any events the Holly Bush Inn might have (the Witch Hunt, etc.). Instead, it was decided to run a BYO BBQ next year in May/June.

10.AOB

- JH article is in progress.
- SH continues to work on the Hall's paperwork for Hallmark certification.
- SH will conduct a full risk assessment on the premises
- VARC Residency – VARC will book the small room in the hall for 1 month in May/June 2021. The artist will work with local groups and will work around our regular bookings. A secure space for storage of materials/artworks will be needed and we will need to make sure the double doors to the small room can be locked. SH will be involved in the candidate interview process (which will take place in November).
- Correspondence: SH will forward a number of emails to the committee for feedback (Re. Cinzia Hardy – the November Club; Sgt. Claire Kimberley – the Rural Crime Initiative, Kirknewton VH Heritage Day)
- Defibrillator – Malcolm confirms PC ordered replacement pads last time. SH to contact them. LK agreed to take over the bi-weekly monitoring of the unit from SH.

11. Date and time of next meeting

7pm Weds 11th September 2019

Minutes prepared by Sarah Hallberg (Secretary) 15/08/19

Signed as a true record:

Date:

APPENDIX 1 – TREASURER’S REPORT 14/8/19

**TARSET VILLAGE HALL
TREASURERS REPORT
14th August 2019**

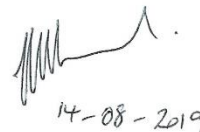
Bank balances at	14/8/19	10/7/19	11/6/19	8/5/19
Bar	£ 204	£ 204	£ 398	£ 398
Cheque book account	£ 3496	£ 3518	£ 2981	£ 2840
Treasurers Account	£ 5010	£ 5010	£ 5009	£ 5,010
Fixed interest account *	<u>£10,000</u>	<u>£10,000</u>	<u>£10,000</u>	<u>£10,000</u>
	£18,710	£18,732	£18,389	£18,247
	Aug	July	June	May
Hires for the month	£360	£325	£ 500	£ 274
Bars for the month	£ 0	£851	£ 21	£ 185

Having in July increased the bar costs. The July profit for total bar sales is just over 50%

Electricity prices have gone up by 12%

Water charges up 2%

Heating oil price is variable (500 litres ordered through the buying group this week)



14-08-2019