

Sheviock Memorial Hall Management Committee

Monday 1st January 2018

Present: M. Snowling, B. Snowling, A. Kayes, F. Harvey, L. Vickery, P. McLaren, T. Wells, M. Cloughton, J. Carter, C. Kennedy, B. Stevenson, J. Scott

Apologies: N. Trout, T. Colrein, P. Brookes, B Macintosh

Absent:

Minutes of the last meeting were read and signed.

Matters arising.

- a) Grants, extension and plans etc – Pete has a list of other areas that we can apply to for funding, but we are waiting info from the lottery application.
- b) Car park and entrance update- completed.
- c) Flag pole – It was decided to refit the flagpole on the fence side of the car park. Mike S to ask Kevin Andrews about drilling.
- d) New year's dance – Music organised – he will arrive at 6.30 to set up. All to arrive at 6.00 to organise tables. There are still some drinks etc from the summer fair that could be given away on the night for a small donation. Start at 8pm. £5 entrance. BYOB and nibbles.
- e) Christmas decorations – Mike C to take decorations down and Andy to take notice boards down.
- f) Access path gate – To be discussed at next meeting.
- g) Skylight motors – Electrician said it can be done, but it would be expensive. It was discussed that they are rarely opened throughout the year so it was felt that it was not financially viable.
- h) Caretaker – Chris said he suggested an advert in the parish magazine. He suggested that it was discussed and agreed at the AGM as other, members of the community could be involved.
- i) Baby changing area – Paula was not at the meeting to give an update.

Treasurer's report

The current balance of funds is £30,970.24 – £16,867 ring-fenced for extension so actual money available £9,633.54 plus £5,000 contingency fund.

End of calendar year, not a particularly busy month, Final quarterly Solar power income was £728.88, = ~~£~~Total solar panel income for the year was £2791.38.

Accounts to be audited by an external person and to be presented at the AGM.

General Maintenance report

Porch Windows have “blown” with condensation – Mike S to look and he will call the window repair team.

Fire extinguishers have been sorted and advised to replace two – Agreed and already changed.

AOB

AGM – Barbara will get the cheese and Peter to get the wine.

People were reminded to fill in the representation forms as they are in charge of their clubs, and the non-representatives need to get the form signed – recommending them for the committee.

Date of next meeting –Monday 5th February 2017 at 7pm – including AGM first.

Monday February 5th meeting agenda

- 1- Apologies
- 2- Minutes of last meeting
- 3- Matters arising
 - a) Grants, extension plan etc.
 - b) Flag pole
 - c) New Year's Dance- report
 - d) Access Path gate
 - e) Caretaker
 - f) Baby changing area
 - g) Porch window
- 4- Treasurer's report
- 5- General Maintenance report
- 6- A.O.B.
- 7- Date of next meeting – Monday 6th March 2017.

Monday February 5th AGM agenda

- 1. Welcome.**
- 2. Chairman's report.**
- 3. Treasurer's report.**
- 4. Membership of the Trustee Management Committee 2018-19**
 - a. To receive the nominations from each club that uses the hall;
 - b. To elect up to 7 non club-representative members.
- 5. Agree that during 2018:**
 - a. the Village Hall constitution will be rewritten to bring it up-to-date;
 - b. the current status of the Hall will change to a Community Interest Company.
- 6. Cleaner/Caretaker's position – Agree the wording of the tender advert.**

Signing of Declarations for Members Elected at the AGM