

Whimble Victory Hall

Minutes of meeting of Trustees held at 7.30pm on Monday 6^h January 2020

in the Billiard room

Present:			
Trustee Officers		Trustee Reps	
Maria Wallis (MW)	Chair	Maria Wallis (MW)	Whimble Primary School
Chris Olive (CO)	Treasurer		
Rob Davis (RD)	Vice Chair		
Ali Tierney (AT)	Bookings Secretary	Richard Davies (RLD)	Film Club
Di Wilkins (DW)	Secretary	Arthur Iball (AI)	Over 60's Club
Margaret Bucknell (MB)	Officer	Rosemary Davies (RoD)	Parish Church
Viv Brown (VB)	Officer	Di Eden (DE)	WI
		Jo Sibley (JS)	Pre School
		Paul Wilson	VPA

	NOTES	ACTION
1	Apologies received and new appointments	
	John Griffiths, John Down, Kaya Taylor, Rachel Owen.	
2	Matters arising from minutes of the last Trustees meeting	ACTION
i	November minutes approved.	
ii	<u>Thermometer</u> Barry Roach made and installed thermometer – it has vinyl numbers to add. He will also supply yellow hazard tape for around the bottom of the 'feet'.	
iii	<u>Drapes</u> Christmas decorations – thanks to AT for help putting up and taking down. David Myers and Bob Scanlon instructed MW, VB, RD and PW how to install the drapes. Instructions are documented. Drapes will remain in place until after the Whimbletons Cinder Fella performance (22 nd February) and will be put away at 2pm on Sunday 23 rd February by RD and CO.	RD, CO
3	Soup n Sarnie	
	November event well attended, resulted in £269 profit. Christmas 'Special' very well attended, resulted in £396 profit including £55 for sale of rugby shirt. Committee decided not to feature a decade at each Soup n Sarnie in 2020.	
4	Correspondence	ACTION
	Georgina Bayley stepped down as Breakfast Club rep on 10.12.19.	

	Village Halls Week – as this was shown at hall consultation, Committee decided not to display history board at the Soup n Sarnie on 25th January.	
5	Management Sub Committee (MSC)	ACTION
	<p><u>Grant funding</u> 'Regenerate Village Halls' £19,627 grant application submitted on 23rd November - RD clarified some points before Christmas and expects to hear back by end of January and will report at next meeting.</p> <p>Carried over - approach Iain Chubb regarding Locality fund grant and the Parish Council for an unspecified amount.</p> <p><u>Financial donations</u> £250 from John and Lee Farmer for a new hob. CO investigating options. £100 from Church group; partial bulb replacements made, hall re-lamping to take place after drapes removed. £tbc from Young Farmer Big Breakfast – MB to advise. £510 from Thirsty Farmer December quiz night.</p> <p>RD has applied for £600 grant for 8th May event. Will receive notification by end of January and report at next meeting.</p>	<p>RD</p> <p>RD</p> <p>CO</p> <p>MB</p> <p>RD</p>
6	Finance Sub Committee (FSC)	ACTION
i)	Treasurer's Report	
	<p>November and December 2019. Slightly down on last year. £1476 received from fund raising (donations in kind excluded).</p> <p>September school payment – confirm payment received.</p> <p>It has been agreed that Pre-school hours will be extended to 9-3.30pm on Monday, Tuesday, Wednesday and Friday. MW thanked Over 60's club for accommodating these additional hours. Numbers of Pre-school attendees now up to 22. Baby and toddlers session will move to the cricket club. JS also extended thanks to AI for the group's accommodation. AI to look at shelving in kitchen for possible storage for the club.</p> <p>It is to be noted that the hall and users wish to support the Pre-school and will in turn continue to support the Over 60's club.</p>	<p>MW</p> <p>AI</p>
ii)	Booking Secretary's Report	
	<p>Going well, no issues reported. NB: 12 Temporary Event Notices (TENS) allowable per year.</p>	
7	Building & Maintenance Sub Committee (BSC)	ACTION
	<p>Meetings held on 5th and 20th November. Minutes will be placed in Trustees section of website.</p> <p>Discussions and decisions:</p> <ul style="list-style-type: none"> Flooring company will visit on 9th January to inspect ridges, undulations and bounce 	DW/BS

	<ul style="list-style-type: none"> • MACE report looked at in detail at two BSC meetings • CO contacted MACE re meeting and was advised the two report writers are both off work at the moment. CO will set up meeting as soon as possible • Committee Room repainted beginning of December by Barbara Hall Williams (nb note payment in kind) • Foyer flooring schedule set back by delayed deliveries. Screeding taken place with heaters in place overnight tonight and laying tiles on 7th January. AT to ensure hall hirers do not turn heater off • Whimbletons have replaced back rail on the stage • Whimbletons to obtain quote for pulley system on stage • BSC will obtain quote to replace stage floor and extension covering after Whimbletons performance in February • BSC investigating H&S aspects of steps to stage – main steps need a handrail and smaller steps need replacing. Discussion about who/how to achieve – speak to John Griffiths in first instance • VB produced list of urgent maintenance tasks in priority order and will also undertake monthly routine inspection • Check why hot tap in kitchen is not working properly • Request for big speakers on stage to be removed, and PR system that is not utilised – speak to BS • Investigate use of contents in BS cupboard • School chairs – feet put on hall chairs by group of volunteers yesterday. VB noted there are several black chairs in storage that are mouldy and rusty. MW/BSC to look at chairs on Saturday. AI thought they were used by Over 60's club, but were superfluous. <p>No information or instructions are held for windows, doors or other fittings.</p> <p>Next meeting at 7pm on 14th January. BS duties and kitchen registration on Agenda.</p>	<p>CO</p> <p>CO</p> <p>AT</p> <p>VB</p> <p>RLD RD RD</p> <p>MW, RD, CO, VB, DW</p>
8	Fund raising events and feedback	ACTION
i	<p>Quiz at Thirsty Farmer, Sunday 1st December – raised £510</p> <p>Send thank you letter to Thirsty Farmer.</p> <p>Put first £1000 on thermometer.</p>	<p>DW</p> <p>MW</p>
ii	<p><u>Table Top Sale, 11th January 2020, 10-1pm – Friday 10th</u></p> <p>2pm – help with items</p> <p>7pm – help with tables</p> <p><u>Saturday 11th</u></p> <p>9am – help taking in items</p> <p>10-11am – donations brought to hall</p> <p>11-1pm – sale</p> <p>1-3pm – clear up and charity run</p>	<p>MW, MB, DW RD, VB</p> <p>All</p> <p>DW</p>

	<p>Raffle prizes needed. Hall to provide tea, coffee, milk sugar. Church to provide cakes.</p> <p>User group reps to ask for volunteers to help. Provide names of Consultees who were willing to help list to VB.</p>	CO																								
iii	<p>2021 Calendar – PW proposed a photograph of the flower show (August). Pre School and Church groups willing but yet to decide where and for which month. JS will email group as well as other user reps to push their groups for response. Deadline for photographs to printer is beginning of September.</p>	JS																								
iv	<p>Whimbletons ‘Cinder Fella’ performance, Saturday 22nd February - MW and RO to man matinee performance tea & cakes stall. Volunteers needed for drinks stall at evening performance.</p>	MW, RO																								
v	<p>VE Day event, Friday 8th May - ‘Pop up’ restaurant at £40 per head for a three course meal thought to be expensive; idea on hold.</p>																									
vi	<p>Agreed Over 60’s coffee morning to take place on Saturday 4th April.</p>	AI																								
vii	<p>This year it is proposed that all groups hold an event to raise funds for the hall refurbishment (excluding Soup n Sarnie).</p> <p>Below is timetable to date.</p> <table border="1" data-bbox="268 1173 971 1594"> <tr> <td>January</td> <td>11th – Table top sale</td> </tr> <tr> <td>February</td> <td>22nd – Whimbletons refreshments</td> </tr> <tr> <td>March</td> <td></td> </tr> <tr> <td>April</td> <td>4th – Over 60’s coffee morning</td> </tr> <tr> <td>May</td> <td>8th – VE day/Centenary celebrations</td> </tr> <tr> <td>June</td> <td></td> </tr> <tr> <td>July</td> <td>Village week activities</td> </tr> <tr> <td>August</td> <td></td> </tr> <tr> <td>September</td> <td></td> </tr> <tr> <td>October</td> <td></td> </tr> <tr> <td>November</td> <td></td> </tr> <tr> <td>December</td> <td></td> </tr> </table> <p>Hilary Nowill proposed sale proceeds of a recipe book she will produce will be donated to the refurbishment fund.</p>	January	11 th – Table top sale	February	22 nd – Whimbletons refreshments	March		April	4 th – Over 60’s coffee morning	May	8 th – VE day/Centenary celebrations	June		July	Village week activities	August		September		October		November		December		
January	11 th – Table top sale																									
February	22 nd – Whimbletons refreshments																									
March																										
April	4 th – Over 60’s coffee morning																									
May	8 th – VE day/Centenary celebrations																									
June																										
July	Village week activities																									
August																										
September																										
October																										
November																										
December																										
9	Chair and BS successor planning	ACTION																								
	<p>Outline of Chair job description and person specification now typed up. Advertise post in February or March edition of Whimble News with a very brief outline.</p> <p>The role could be divided up, but Chair must be able to take hall forward, work with the community, and to tie up what needs to be done with how much money is available to spend. The new prospective person would have to be co-opted onto the</p>	RD																								

	Committee and shadow MW for a while. MW welcomes any suggestions. BSC to look at Bob Scanlan's duties at January meeting.	MW, CO, RD, VB
10	Dates of next meetings for 2019-2020	ACTION
	<u>2020 – all 7.30pm</u> Monday 24 th February Monday 23 rd March Monday 27 th April Monday 8 th June Monday 20 th July Monday 7 th September, preceded by AGM at 7pm Monday 12 th October Monday 23 rd November	
	Meeting closed at 8.25pm	
	Date of next meeting	
	Monday 24 th February 2020 at 7.30pm in the Committee room unless otherwise advised.	

Whimble Victory Hall – diary dates 2019-2020

Committee meetings	Soup n Sarnie	Fund raising events
All meetings held on Mondays at 7.30pm	All events held on Saturdays at 12-1.30pm	
2019	2019	2019
9 th September	28 th September	
14 th October	26 th October	
25 th November	30 th November	Sunday 3 rd November – Young Farmers Big Breakfast
	14 th December (Christmas special)	Sunday 15 th December - Thirsty Farmer Quiz night
2020	2020	2020
6 th January	25 th January	Saturday 11 th January – Table top sale, 11am-1pm
24 th February	29 th February	Saturday 22 nd February – refreshments at Cinder Fella
23 rd March	28 th March	
27 th April	25 th April	Saturday 4 th April – Over 60's coffee morning
	30 th May	Friday 8 th May – VE Day Celebrations
8 th June	27 th June	
20 th July	25 th July	
	29 th August (100 th Anniversary)	
7 th September AGM at 7pm	26 th September	
12 th October	31 st October (Halloween special)	
23 rd November	28 th November	
	12 th December (Christmas special)	