

Minutes of meeting of Claverham Village Hall Committee

Held on Tuesday 21 February 2012

Present: John Williams, Geoff Hawkins, Helen Hicks, John Dare, Ralph Ludin, Mary Smith

Apologies: Denise Page, Jane Dare, Lou Mills, Peter Gunn

Minutes of previous meetings held 17/1/2012 approved.

Matters arising

Agreed that Conservatory gutters need to be regularly cleaned and kept clear of leaves and debris. Decided we could do this without paying Bronn. **Action JD and JW**
Gazebo on Patio to be turned 180 degrees to face field.. **Action JW and RL**

Treasurer's Report

Balances circulated

£420 donated by Michelle Jenkinson from recent '3Idiots' event with a request funds are used for a PA system for the Hall. GH to write a letter of thanks and liaise over P A system. **Action GH**

£476 still outstanding from NHS Blood transfusion. This dates back sometime and there are problems with reconciling order and invoice numbers. We may have to agree a settlement. **Action PG**

Reviewing provision of phone, internet services and wi fi. **Action PG and HH**

Reviewing proposed contract with Evalon before proceeding with card services.
Action PG

Admin

Agreed to support Senior Citizens Tea Party in August. Likely cost approx £150.

Action GH

Agreed a priority to keep bookings up to date on website. **Action GH**

Agreed to plant a tree under YACWAG scheme for £20-30 for to mark the Queens Diamond Jubilee. **Action GH**

Hall Refurbishment

Now underway and colour board to be displayed in entrance.

Door colours to be reviewed and also colour of bulkhead in Bar to be decided when in place.

Post Office storage area to proceed after they confirmed their commitment to the Hall. Use of more powerful up/down lighters with dimmers to be considered for main hall.

Action MS & Jane D

E mail received voicing concern about colour choices and painting of doors and ceiling in Hall. Committee agreed a response. **Action GH**

Total likely spend estimated in the region of £54k net of VAT. Some expenditure relating to the Bar to be met directly by CVE which will reduce VAT burden.

Buildings & Grounds

Paving around manhole by entrance to be repaired. Also path to be shortened where Tree intrudes. *Action MS*

Health & Safety

Concern expressed that stage should only be erected and taken down by trained operatives. Look to secure with a bicycle lock. *Action MS*

Solar Panels & Energy Review

Agreed to proceed with installation of solar panels at a cost of £9917. This should generate fuel bill saving of approx £300 p.a. and a payment from electricity supplier of approx £700 p.a. A return of 10% pa guaranteed by government for 25 years.

Future Events

Arrangements for May Day celebrations on 7 May underway. Try to involve parents from Court de Wyck. *Action JW and HH*

Agreed to hold a BBQ/Open Day on Monday June 4 to celebrate Queen's Diamond Jubilee.

AOB

Peter may need to hand on his Treasurer's duties to someone else later in the year. A potential successor has been identified and this will be followed up. *Action PG & JW*

Village Skittles to get underway when refurbishment complete. *Action RL*

Next meeting: Tuesday 20 March at 7.45pm