

-1 CLAVERTHAM VILLAGE HALL

Minutes of Committee meeting held on

21<sup>st</sup> August 2012

**Present.** John Williams, Geoff Hawkins, Helen Hicks, Andrew Yearsley, Ralph Ludin, Peter Gunn

**Apologies.** John Dare, Mark Jenkinson, Jane Dare (CVE)

**Chair, John Williams had invited Bob Evans, as a representative of regular Bar users to address the meeting about concerns they had regarding the running of the Hall.**

These concerns centred around their view that the Village Hall was becoming more of an Entertainment Centre than a Village Hall, evidenced by 6 Weddings/Anniversary Parties in August. This was putting a strain on the bar volunteers and on occasions when parties overflowed into the bar making it difficult for the regulars to enjoy the usual ambience of the Bar. Their view was the Village Hall was built to support the local community not as a venue for cheap weddings.

It was also thought CVE was having too much influence over the committee.

Concern was expressed about the appointment of a “Marketing Manager” to further promote the Hall. It was explained by the committee that a Marketing Manager has not been appointed, but someone was hired for a very limited period of time at a total cost of £200 to assist Sandra with a wide range of duties.

It was generally thought the committee was not representing the views of regular users and events like the Village Skittles tournament and the Street Dancers should have preference over other bookings.

As an initial response to these concerns the committee has agreed the following:

- ⤴ first meeting post the AGM to be a joint meeting with CVE  
*Action GH*
- ⤴ Once arranged any dates for the Village Skittles 2012 cannot be taken for any other event. *Action RL*
- ⤴ Dates now to be put in the diary for 2013 for Village Skittles.

### ***Action RL***

- ♣ Street Dancing bookings made to have preference. ***Action GH***

### **Admin**

Helen to investigate alternative sources for updating website. ***Action HH***

Agreed we should purchase Office 2010 for approx £100. ***Action AY***

Decided not to proceed with CVH calendar as we could not be sure of covering our costs. ***Action GH***

### **Treasurers Report**

Details of current balances circulated.

Management accounts show a loss £1500 for first 5 months of financial year.

Draft one page summary of last year's accounts prepared for AGM.

Chairman's and Treasurers comments needed. ***Action JW and PG***

### **Building and Grounds**

**Conservatory** – following leaks during the very heavy rain on 5 August paneling underneath box gutter has been stripped away to reveal steel brackets. Bronn are of the opinion that these brackets have dropped by 1/2cms and this is causing water to spill over the gutter during very heavy storms. Rixon Day Consulting who designed the steel supports to be asked to inspect to give their view. ***Action GH***

**Automatic External Defibrillator kits** – Local fund being set up to site 3 of these in the area. We have been asked to site one at the Hall and we have agreed provided no funding is involved. ***Action GH***

**CCTV** – 2 quotes received to get current system working. Third awaited. Best quote to be accepted. ***Action GH & RL***

### **Health and Safety**

Fire safety training for CVE volunteers still outstanding. CVE to be asked to nominate a H&S representative and Helen to then liaise. ***Action GH & HH***

### **CVH Open Day 9 September**

£45 approved for external banner advertising the event.

Free bouncy castle also agreed – cost thought to be approx £125.

Agreed to offer 1 free booking in prize draw.

Display boards to be purchased if existing ones not suitable.

Any surplus funds to go to Hall.

**Any Other Business**

John agreed to undertake repair of paving outside front door. *Action JW*

**Date of next Meeting Tuesday 18 September at 7.45 pm**