

PAUNTLEY VILLAGE HALL COMMITTEE
Notes of a meeting held on
Monday 9 September 2013 at Pauntley Village Hall

Present: Brenda Bainbridge (Chair)
Lesley Harding (Treasurer)
Maurice Elton
Chris Philipps

Rodney Gosling
Anne Rawson
Nick Fowke
John Stallard

1. To receive apologies for absence

Apologies for absence were received from John Mullinger. Clare Shepherd has resigned from the committee due to ill health.

2. To approve the minutes of the meeting held on Monday 8 July 2013

The minutes were approved.

3. To deal with any matters arising from the minutes

The paving slabs are still to be laid round the village hall.

Brenda has had a response from ThermEco regarding her letter about the damp patch on the wall in the gents. They suggest putting a strip on the outside to prevent this and will do it when they are next in the area.

Lesley will follow up with Paul Chapman regarding insurance for parking on his land at the Real Ale Festival.

A plan of the hall is awaited for the Fire Safety Policy

The issue of campers at the Real Ale Festival being requested to pitch their tents on the far side of the area, away from houses, will be pursued nearer the date of the next festival.

Rodney has installed the free nosing from Newent Carpets for the step in the gents.

5. To receive a financial report from the Treasurer

Lesley reported that the balance at the bank at 30 June was £2,191.41. This includes £1,400 for refurbishment. A further £827.80 is held by the Parish Council, making a total of £2,227.80. There were a good number of bookings over the summer, with a christening party, wedding and funeral tea bringing in nearly £400. The total for hall bookings so far this financial year is already £723 (excluding yoga), and at this time last year they were £164, and were £687 for the whole year. There has not been any fundraising yet this year, and last year we made £708.88 net, so need to plan some events for the rest of this year to ensure our running expenses can be met. A draft budget will be prepared for the November meeting and committee members are asked to let the Treasurer know of anything they think should be included.

A table seems to be missing from the hall. The Treasurer will check the insurance excess. Brenda will contact the Furlongs to see whether the wedding caterers may have taken it in error.

Actions

JM/JS

LH

NF

ALL

BB

6. To approve the payment of expenses of £10.27 expenses to the Treasurer as attached and to the Chairman of £26.87

The above expenses were approved. The Chairman reported that paper towels were now getting low and would need replacing.

7. To approve the payment to Townsend Electrical of £147.61 for the fluorescent lights in the hall as agreed

This payment was approved.

8. To receive a report from the Chairman

The Chairman thanked Maurice and Gerald Elton for keeping the grounds in order and it was noted that several comments had been made by users about their appearance.

The Chairman reported that she had put up some temporary replacements curtain linings for the events over the summer, to improve the appearance of the hall following several adverse comments about the state of the old curtains. She said that these were temporary curtains, which she would pay for herself, and that they could either be left up, or taken down and the old curtains replaced if the committee wishes. Rodney objected to these being put up without consultation with the committee and also that this had happened despite the committee voting for the patio doors as the next priority. Brenda emphasised that there was no cost to the village hall. Blue had been chosen so that, once the patio doors were completed and the next projects could be voted on, these could be used as linings for new curtains if and when this project was agreed on. After repeated questioning Rodney asked whether they were fire resistant and the Chairman replied that they were. Rodney then asked if she had a fire resistant certificate to which she replied no. It was pointed out that the old curtains are not fire resistant. Rodney then asked if she knew to what degree and for how long the curtains should be fire resistant. The Chairman replied no. Rodney then said he had details of the required specifications and Lesley asked why, in that case, he was asking the question. A lengthy and heated discussion followed about whether the curtains should have been put up. The Chairman said she would take the curtains down if there were objections and repeated that there was no cost to the committee. Nick accused the Chairman of acting in an underhand manner, following which the Chairman said she was resigning from the committee and left the room.

As no other committee member wished to take the chair, Lesley took the chair until the end of the meeting. Rodney asked for it to be minuted that he regretted that this had happened and that he had not raised the issue with this intention. Lesley expressed the view that he could perhaps have handled the situation better, and Nick said that Lesley had been equally at fault in the meeting. Lesley said that the committee would now need to consider its future, since it would be difficult for them to continue without others picking up the work that Brenda does for the hall. It was agreed that discussion of the curtains would now be deferred until a future meeting as it was not clear whether Brenda would in any event remove the curtains if she were no longer part of the committee, and take them home, since they belonged to her.

8. To approve the payment to PRS for the renewal of the PRS/PPL licence at £106.80 (£89.00 plus VAT)

This payment was approved. It is less than last year as the payment then was for more

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| <p>than 12 months, due to the introduction of the new licensing arrangements during the year.</p> | |
| <p>9. To consider costs for repairing the shed</p> <p>Rodney can obtain two rolls of felt for £56.00 plus VAT. There is also some filling needed in the corners, which he will do with hardboard. He needs a shed key for this and the Treasurer will arrange for one to be given to him.</p> | <p>RG</p> |
| <p>10. To receive a report from the sub-committee on the progress with the installation of patio doors</p> <p>Rodney reported that the sub-committee is not yet at the stage of obtaining plans, since they are still finalising the size of doors and types of RSJs needed. It was estimated that the cost of buying the doors would be around £1,000. Lesley reminded them that the Parish Council could not agree to any project without seeing plans and full costings, and that two quotes would be required from contractors with appropriate liability insurance. Rodney said that he would obtain the necessary insurance himself if required. This will again be an item on the next agenda.</p> | |
| <p>11. To consider any actions required from the Maintenance Diary</p> <p>PAT testing and fire appliance testing would shortly be required and Lesley will arrange these. Rodney volunteered to clear the gutters in the next few months.</p> | <p>LH RG</p> |
| <p>12. To receive a report on recent events at the Village Hall</p> <p>These had already been covered under the financial report.</p> | |
| <p>13. To discuss future bookings and events at the hall</p> <p>It was not clear what was happening about Bonfire Night, as Brenda had not yet been able to contact Paul Chapman. Lesley reported that unfortunately yoga would not be continuing as Sue Friston had moved away. This will leave a large gap in hall hire income and committee members were asked to consider any other providers of yoga or other classes that might be approached. Chris is holding a quiz evening on 11 October. Lesley will do posters. Friday 18 October was agreed for the skittles match with Upleadon. Lesley will do posters and help Anne with food on the evening, and Maurice has agreed to set up the skittles for the evening. A film evening was discussed. It was proving difficult and expensive to obtain Quartet and A Song for Marion was therefore agreed, for late November. Lesley will organise.</p> | <p>LH</p> |
| <p>14. To consider any other business</p> <p>There was no other business.</p> | |
| <p>15. To agree the date of the next meeting</p> <p>This will take place on Monday 11 November 2013 at 7.00 p.m.</p> | |
| <p>Approved..... Date.....</p> | |

