

Worth Matravers Village Hall

Minutes of the Trustees Meeting held

at 6.30pm Thursday 5 Oct 17

Trustees Present:

Nick Viney (Chairman), Tim Arnold (Secretary), Hugh Cochrane (PCC Rep), Sam Davies, Jack Ross, Charles O'Reilly, Helen Stewart.

1. Apologies

John Hynan (Treasurer), Mark Hill, Claude Bonfanti.

2. Minutes of the last meeting on 12 Apr 17

Follow up with Mark Hill who previously agreed to paint the fence around the electricity substation.

3. Hall Maintenance & Caretaking

School House Helen agreed to take on a new role as liaison between the Trustees and the School House Tenant - visiting once or twice per year to make sure the property is being maintained and that the tenant is happy.

VH Property Following concerns raised about damage to a gazebo, and other items being left out after the BBQ on the Green it was suggested that we ask a new member to take on responsibility for our property. The appointment of a Property Member will allow the Trustees to keep an audit of stock held and act as a focal point or hub for the use and maintenance of the property held by WMVH. Sam Davies agreed to take on the new role subject to his work commitments.

The VH Sec agreed to attend to outstanding repairs and maintenance including a cupboard door in the Ladies and a railing along the slope in the rear garden. Mark Norman will be contacted to confirm his tasks in the garden and lane frontage. Nick Viney will take the marquee covers to Bennett's in due course for assessment. The Defibrillator is now fully installed and operational. VH Sec will ask Ian Brown to run another training session in the VH, and will ask for more signage.

4. Budget

Although not on the Agenda and the Treasurer not being present, various questions were raised with the accounts including:

Defib as a separate item / asset?

Expensed equipment - should some items should be long term liabilities, eg electrical improvements?

Why 2 entries for fundraising expenses?

Why 'other' repairs / maintenance?

Why is one month's phone bill excessively high?

It was agreed that Hugh would raise these points directly with the Treasurer and that they could be ratified at a January meeting.

5. Events

BBQ on the Green: The event was organised by Chris and Nicola Brooker and enjoyed excellent weather. They were given a blank sheet of paper to make it their event but a number of the Trustees feared that losing their experience in publicising and organising the event risked the success of the event. It was recognised that a balance was required to maintain the success of the event although weather was often the final arbiter! No decision was reached as to who should run it next year, if it goes ahead.

It was agreed that there should be better communication amongst Trustees, with four meetings per annum, and everyone being copied in on all relevant correspondence so that experience could be pooled, active members could be supported, and there would be transparency of governance. VH Sec agreed to comply, but expressed concern that this has in the past led to long, extended debate by email and inaction.

Fête The VH Sec raised a few points made by the Trustees about the Fête including: Village stallholder concerns that outside stalls were selling similar goods.

Questionable benefit from 'commercial gain' stalls.

Trustees legal responsibility for advertising Fete beneficiaries

State of the hall, bins, freezer, tables and kitchen during fête set-up.

Packing marquee down immediately after the fête.

Car Park management and funds lost.

No wash up meeting to highlight these issues and learn lessons

The comments were discussed and salient points will be taken into account at the Fête management meeting in March, when all these issues can be discussed and resolved for 2018.

Christmas Festival It was agreed that profits should once again be donated to Swanage Food Bank.

6. Any other Business

The need for a PC rep was discussed, either by inviting Ian Bugler to attend, or by appointing a VH rep to observe PC meetings. No decision, but Nick will consult the PC.

7. Date of the Next Meeting

The next meeting is planned for January 2018, date tbc.

Nick Viney

Chair

8 Oct 2017