



**Minutes of the Village Hall Management Committee Meeting held  
on Thursday 21st January 2016, 7.30pm.**

**Chairman** Nick Viney  
**Treasurer** John Hynan  
**Secretary** Tim Arnold

**Committee Members Present**

Jerry Burden, Jack Ross, Richard Sandham, Charles O'Reilly, Hugh Cochrane.

1. **Apologies** - Jenny Hynan.
2. **Minutes of the last Meeting** The Minutes of the previous Management meeting on 29th October 2015 were discussed and agreed.
3. **Notes from Ad Hoc Meeting** Notes from an Ad Hoc meeting on 19th Nov 15 were discussed and agreed.
4. **Matters Arising**
  - a. Nick Viney has met with Dave Ralls to discuss options for upstairs cupboards. It was agreed at this stage that they should be approximately 70cm deep and 110cm high, with an open surface on the top, extending from 40cm to the right of the radiator on the east wall up to the south wall, with one centre shelf. Exact measurements would be circulated and confirmed once the quotation has been received. Material: MDF with timber supports. Hinged doors. Fixed to floor and walls as required.
  - b. The cupboards can be used for general storage of much of what is in the shed, allowing space in the shed for tables and spare chairs, which should not be carried upstairs.
  - c. Jerry Burden is to organise a new Fire Alarm Contract with Roy Wood of RNW Electrical.
5. **Treasurer's Report** The Treasurer outlined the following:
  - a. Hall hire income was down on the previous year, albeit overall hire income was up due to PASH.
  - b. Fundraising was generally down, apart from the fête. Some events were run at a loss, ie Burns night, and although agreed this was in part one of the aims of the Charity, future events should aim to at least break even.
  - c. Accounts will still be inspected in future, even though this is not a statutory requirement.
  - d. Reserves are to be maintained, to cover future refurb and possible loss of fête (weather) and rent (tenancy gap) income. Reserves Policy attached.
  - e. Nick Viney, Jerry Burden and John Hynan agreed to conduct a further 5-year plan, at some point after Easter, scoping ideas gathered at the AGM. VH Sec to attend.
6. VH Sec is to ask the PC for permission and funding to plant a fir tree to replace the annual installation of a Christmas tree. Also ask for an independent power supply for the green.
7. Damage to a gazebo, sustained on the morning after the Christmas event, will not be claimed on insurance due to the policy excess of £100 and loss of no-claims bonus. For future reference, no damage under £250 is worth claiming for. VH Sec will organise a gazebo maintenance day in March to fix any missing bolts and replace the broken leg. Awnings will also be cleaned.
8. Adrian and Ali Wood are to be thanked for their contributions towards design of the heritage boards, now installed.
9. No decision was made on whether fireworks would be organised again. Although costs could easily be recovered for Nov 5th, less so for NY Eve, in the event of bad weather either event would make a loss, as is the case with all outdoor events.

10. The VH Sec will create and present invoices as and when required by hirers etc, copied to Treasurer.
11. RNW Electrical are to be asked to manage and maintain the fire and CO Alarms in the School House. Jerry Burden will contact Kerri and organise this.
12. Planned Events for 2016 are annotated below these minutes.
- a. Future events meetings will determine how Bric-a-Brac is to be run, if at all, now that the stalwarts Jan Hardy and Mari-Lou Cochrane have resigned after many years of service. The committee expressed thanks and appreciation for all they have done, and noted that Bric-a-Brac is a significant fundraising element of the fête.
  - b. Note: Jack Ross still has some wine for future events, such as the AGM.
  - c. Some requested that BBQ on the Green should continue, which is entirely dependent on someone coming forward to organise the event.
13. Hugh Cochrane and John Hynan agreed where responsibility should rest regarding contact with other organisations as per attached.
14. Application for installation of a defibrillator will be managed through the regional efforts of Swanage & Purbeck Rotary. Nick Viney to continue to liaise and press for progress.
15. **AOB**
- a. Jerry Burden and his team were thanked for their excellent work on the VH roof.
  - b. Jerry Burden advised that the inner card ceiling could be removed in the interests of revealing the aesthetically pleasing roofing timbers. No decision.
  - c. The outgoing Treasurer, Hugh Cochrane, was thanked for all his sterling support during his time in office.
  - d. VH Sec will confirm with Nat Eng that they are invited to work on the withy bed, doing a general prune and tidy up.
  - e. The date for the VH AGM was agreed as Thursday 31st March, 7.30 pm, preceded by nibbles and drinks at 7pm.
  - f. At the request of one village resident, future events are to be announced by email. This is being done.
16. **Date of the next Meeting** The next management meeting will be immediately after the AGM on Thursday 31st March 2016.

Nick Viney  
Chairman

Events 2016	Date	Lead
French Soirée	13 Feb 16	Jenny & Trudie
Walk & Talk BBQ Picnic - Compact Farm?	Late Easter tbc	Patrick
Fête	30 May 16	Tim
PASH	14 Jul - 22 Aug	Debbie H
Street Party on the Green HMQ's 90th	12 Jun 16	Ali
Christmas Festival	16 Dec 16	Tim & Ali
New Year's Eve	31 Dec 16	tbc