

THORNHAM VILLAGE HALL TRUSTEES MEETING
WEDNESDAY, 22ND JANUARY 2014
7.30 PM IN THE VILLAGE HALL

D R A F T

PRESENT

Joan Calkin
Siobhan Evans (Secretary)
Sylvie Fawcett
Vanessa Simmons

Eileen Chandler
Janine Eves
Ian Macrae
Mark Tibbenham (Chairman)

Dave Cowdel
Jude Farrell
Priscilla Macrae (Treasurer)
Rosemary Tyler

1 **Apologies**

Maureen Lummis

2 **Minutes 29th October 2013 meeting**

The minutes were passed as an accurate record.

Proposed: Janine Eves

Seconded: Ian Macrae

Matters Arising

- Further new Trustees – two potential new Trustees were invited to come along to the meeting, but neither were present.
- Emergency push bars – Ian Macrae reported that Peter Tyler had fitted the new push bars, although Rosemary Tyler added that there were still a few slight adjustments to be carried out. Ian urged all Trustees to ensure that the French doors are kept locked and bolted when not in use and are also kept free of obstacles whilst in use. It was agreed that Peter's contribution to the upkeep of the Village Hall was invaluable, and a letter of thanks and a small gift were overdue. Ian said he would arrange this.
- Fire Alarm Inspection – Ian reported that this inspection by Malthouse Securities is underway and that a heat detector is shortly to be fitted in the kitchen.
- Fixed speakers in the hall for the quiz and film nights – Jude Farrell reported that Mick Farrell had located speakers and fixings which could be permanently sited at high level. Mick, Peter and Steven Schwarz would be willing to install them at a total cost of £95. It was agreed to go ahead with this project.
- Quote for new curtains – Priscilla Macrae reported that she has approached several companies for quotations, but fire retardant fabric is not commonly available. One estimate to replace all but the stage curtains has been received at £815.40 and another company will visit the hall on Monday. This issue is ongoing.
- Priscilla has moved £1,000 from the current account to the higher rate savings account.
- Priscilla has also bought a new chopping board for the kitchen.

3 **Chairman's Report**

The Chairman mentioned that all Trustees should be aware of their obligations and that, prior to the AGM in March, everyone would receive an information pack by email. This pack will also contain a Declaration of Eligibility which will need to be signed and returned by all Trustees at the AGM.

4 **Treasurer's Report**

As at the end of the financial year in December, the current account had a balance of £2,049.11 with £233 credits still outstanding at that time. These have since been paid in, making a balance of

£2,282.11. The Virgin savings account has a balance of £10,065.11 which includes the £1,000 transfer from the current account and also a figure of £55.11 interest. The current account today has a balance of £2,447.04.

5 Village Hall Maintenance

- Village Hall Rota

January:	Mark Tibbenham	May:	Vanessa Simmons
February:	Eileen Chandler	June:	Janine Eves
March:	Siobhan Evans	July:	Sylvie Fawcett
April:	Joan Calkin	August:	Dave Cowdel
- Check list for Duty Trustee – Ian has had to update this to include the oil tank alarm and new push bars. Everyone is encouraged to revisit this document, as it seems laundry has been left for too long in some cases and Ian will email a copy of the Check List to all Trustees.
- Car park:
 - Lighting – the floodlight failed and Andrew Lummis replaced it at a cost of £30.
 - Surface – large potholes have appeared and Ian has filled them with loose chippings from elsewhere on the site. It will soon be necessary to locate some more road sweepings and Eileen Chandler will investigate this. Ian also mentioned that the slope up from the road has started to erode down into it and we will need to consider how to tackle this in the future.
- Fridge freezer – the appliance currently in the kitchen is out of use as it will only operate in an environment over 13°C and lengthy discussions took place regarding the options available. Attempts to insulate the space currently allotted to the existing appliance have been unsuccessful, and it was agreed that Dave Cowdel would investigate replacing the refrigerant and Peter would be approached to consider increasing the space available in the kitchen to accommodate a larger but suitable model. For the time being, it was agreed to do nothing and revisit this subject at the next meeting.
- Hedges – Ian reported that Mike Gooderham has been good enough to cut the hedge along the field and will soon cut the hedge along the roadside, at no cost to the Village Hall. Ian and Dave cleared the cuttings and also cut the grass, as it has been too wet to do so for a long time. It was agreed that a further letter of thanks was due to Mike Gooderham, and Siobhan Evans will do this.
- Oil – Ian reported that there appears to have been another attempted oil theft during a yoga class but this had been unsuccessful, probably because the alarm was activated.
- Dave mentioned that with the high running costs of the hall, we should consider using LED lighting – he will look into this.
- Janine Eves also raised the question of installing solar or photovoltaic panels on the roof. It was decided that the orientation of the hall and the weight on the roof made such a project unsuitable.
- Siobhan reported that Clare Hall had mentioned an ongoing problem with the plug socket on the stage, and that it continues to trip during the yoga class when she uses her CD player. It was decided that the problem most likely lies with the CD player, as other appliances, such as Christmas lights, seem to work from that socket.
- Dave raised the subject of PAT testing electrical appliances in the hall and said he would look into it further.
- Mark Tibbenham mentioned that he thought the weatherboards at the apex of the roof needed painting. As it was thought that the power line connections would need to be made safe before attempting this job, it was decided to wait until this was a more pressing issue.
- Rosemary reported that Peter has plans to touch up the peeling paint on the French doors.

6 Review of Events

- Christmas Fayre & Coffee Morning, 16th November – it was generally agreed that this was a very successful event, especially as a social event. It seems that the date was well chosen and it was agreed that we should do this again next year. A profit was made of £327.60.
- Film show: “Renoir” 22 November – although the film was well received, once again there was a disappointing attendance of only 24 people, but costs were covered and the event made a profit of £55.22.

- Jumble Sale, 18th January – this was a great success, with at least 90 customers and a profit of £609.30 with some items still to be sold separately. Again, the timing of this event seems to have been key, with ours being the first jumble sale of the year.

7 **Future Fund Raising Events**

- Film shows: 24th January (Blue Jasmine), 21st February (Captain Phillips) and 21st March (Philomena). A further date of 25th April was agreed, with the choice of film to be decided at a later stage.
- Quiz night, Friday 7th February – plans are underway for this evening and tickets have already sold out before the event has been advertised. Rosemary will run the raffle, Mark will supply quiz prizes and Priscilla is organising the catering. Sushi tasters will also be available.
- Although the cost of good quality wines has increased, thereby reducing our profit margin, it was agreed to leave the prices as they are for now and review again in the autumn.

8 **Any Other Business**

- The AGM in March is open to all villagers and an invitation should be printed on the reverse of the flyer for the March film night.
- Eileen mentioned that Ben Hall is the Thornham Magna Messenger coordinator and he has requested that someone else take over this responsibility as he is too busy. The Chairman suggested that he should address this request to the wider inhabitants via the Village Meeting.

Date of next Meetings:

Wednesday 12th March 2014 (AGM)
Tuesday 18th March (Trustee Meeting)

Meeting closed at 9.08pm.
