

THORNHAM PARISH HALL TRUSTEES MEETING
TUESDAY 19th September 2017
7.30PM IN THE PARISH HALL

DRAFT MINUTES

PRESENT

Helen Belsey	Eileen Chandler	Dave Cowdell (Chairman)
Siobhan Evans (Secretary)	Janine Eves	Ian Macrae
Priscilla Macrae (Treasurer)	Judy O'Keefe	

1 Apologies

Joan Calkin	Jude Farrell	Sylvie Fawcett
Richard Jannaway		

2 Minutes of 6th June 2017 meeting

The minutes were unanimously passed as an accurate record.

Matters Arising

- Shed: Dave Cowdell has so far been unsuccessful in speaking with a local handyman to see if he could examine the shed and give us a quote to either repair or renew the shed and Eileen Chandler has agreed to take this over. It was agreed that, if a new shed is necessary, we would get several quotes for its purchase and installation. Priscilla Macrae mentioned additionally that the tables in the shed need to be looked at carefully and those which are unstable should be destroyed.
- Parish Hall Sign: many thanks to Eileen who has seen this through to completion and to Ian for clearing the vegetation on the verge. All agree the new signs look very smart
- Village Map: this has been drawn up by Dave, but not yet printed. He suggests that we take a look at the sign opposite Finbows Yard in Bacton and consider this design for Thornham Magna. Dave will forward his file to one of the Trustees and this matter is ongoing.
- Floor resurfacing: It was agreed to take no further action at this time.
- Extra support from villagers: following the Village Get Together, we were able to extend our mailing list for the Friends of the Parish Hall, but it would be really good to also recruit some new Trustees.
- Broken picture glass – this has been fixed, thanks to Dave.
- Replacement wine glasses – this has been done by Priscilla.

3 Chairman's Report

The Chairman had nothing to add outside of the usual agenda items.

4 Treasurer's Report

The bank account balances are as follows:

Current account	£1,432.95
Virgin deposit account	£16,438.31

The Treasurer reported that both kettles in the kitchen were found to be faulty, so had to be replaced. It has also been necessary to replenish the stock of tablecloths due to loss and damage.

5 **Parish Hall Rota**

September	Janine Eves	January	Janine Eves
October	Siobhan Evans	February	Helen Belsey
November	Eileen Chandler	March	Judy O'Keefe
December	tbd		

As the end of the month approaches, the Trustee on duty should send an email to the next Trustee on the list as a reminder.

Priscilla also asks that you notify her if you have had to do laundry, as the hall user may be invoiced.

6 **Parish Hall Maintenance**

Ian Macrae has previously stepped down as Maintenance Officer but suggested that he would be prepared to carry on in the role if we were to secure the services of a handyman who could carry out general repairs and maintenance. Eileen agreed to talk to a local handyman to see if he might be interested.

Ian also mentioned that, although Mike Gooderham cuts some of the perimeter hedges, some of those within the grounds are also in need of a cut. It was agreed that Ian would approach our gardener to see if he might be willing to take on this task.

Siobhan Evans reported that she would put a wire covering over a slippery wooden drain cover by the doorway.

Playground – Dave has replaced the worn yellow caps on the stepping stones, although others still need replacing. The Parish Meeting has no budget for this and, as some events at the hall contribute to some of the wear and tear, it was agreed to cover this cost as a goodwill gesture. Janine Eves will follow this up with the Parish Meeting.

7 **Review of Events**

- Village Get Together – 9th June 2017 – this was a successful, pleasant evening which resulted in a cost to the Parish Hall of £19.35.
- Film Night: 23rd June “Manchester By The Sea” - a profit of £62.25 was made at this event.
- The Zillionaires: 3rd September 2017 – this local band had offered to provide an afternoon of entertainment as a fundraising event, free of charge. However, although they were very good, the weather was poor for an outside event and attendance was very low. A small profit of £29.96 was made.
- Table Top Sale: 16th September – this was less successful than hoped with far fewer people attending than expected. If we were to try again,

we should consider a different time of year and additional advertising (Facebook: Garage and yard sale and car boot, www.stallfinder.co.uk). Despite the poor attendance, however, we made a profit of £84.60.

8 **Future Fundraising Events**

- Film Nights: 29th September “Their Finest”; 27th October “Hidden Figures” and 24th November “My Cousin Rachel”.
- Xmas Fayre – 25th November, 2-4pm. A planning meeting will be held on 24th October at 7.30pm in the Four Horseshoes.
- Jumble Sale – a provisional date of 20th January was suggested – to be confirmed.

9 **Any other business**

- There has been feedback from attendees at some events that the cost of wine is too high. Ian pointed out that he puts a lot of effort into sourcing wine of an acceptable quality at the best prices he can find, but that it was necessary to spend a reasonable sum in order to secure that quality. As well as trying to make a small profit on each bottle, there are also additional costs to be considered, for example, spillage, breakages and dishwashing. An alternative would be to purchase cheaper wine, but this was not a popular suggestion. All agreed to keep the cost at £1.80 per glass and many thanks were offered to Ian for overseeing the bar work, choosing the wine and serving it. Helen Belsey offered to help with the bar at future events.
- All Trustees are asked to work hard to recruit new members. It was suggested that perhaps an announcement might be made at the next Film Night, and Siobhan agreed to produce a notice for the Village notice boards. Siobhan will also ask Steven Schwarz to consider including the topic in his Thornham column for the Messenger.

Date of next Meeting: 23rd January 2018

Meeting closed 9.12 pm
