

REDLAKE VALLEY VILLAGE HALL
ORDINARY MEETING – 7.00 pm, TUESDAY 23rd MAY 2017
MINUTES OF FIRST ORDINARY MEETING

Present: Di Cosgrove, Patrick Cosgrove, Simon Jameson, James Middleton, Jacqueline Molony, Beryl Palmer, Christine Rogers, Jim Rogers, Becky Sherman (chair), Dave Wright

Three members of the public were present

1. Minutes from previous meeting and matters arising if not on the agenda:

- the piano has now been repaired and tuned
- Jim has bought replacement strip lights and will fit them in due course **Action JR**
- the one-off £50 discretionary payment to Arts Alive has not been paid yet as it might be £100 if/when we book an event with them **Action JR**
- the hall's insurers are happy for Gun Club activities to take place in the hall as long as the Club holds its own insurance, which it does
- the hob, cooker and glasses have been purchased
- all other action points have been carried out

2. Food hygiene training requirements

Patrick reminded trustees that neither UK government guidance nor EU regulations require trustees or others serving food in the hall to undertake food handling course because the activities we carry out do not meet the EU conditions of 'continuity' or 'degree of organisation'. Despite that it is obviously a good idea if people have attend such training and it turned out that Beryl, Jaqueline, Di, Patrick and Becky all have. There is no requirement to regularly update any certificate that was awarded.

3. Use of village hall bar licence

As the hall does not currently have a policy in place, Jim and Christine were concerned that there is the potential for users to take advantage of or abuse our alcohol licence. Various scenarios were discussed which would need to feature in a future policy. On Dave's recommendation, Jim will take these into account and circulate a suggested policy in advance of the next meeting. **Action JR**

4. Sultana Bros arrangements 2nd June

Christine confirmed that arrangements are well under control with setting-up planned for 11.00 am on Thursday 1st June and tidying-up at 11.00 am on Sunday 3rd.

5. Arts Alive arrangements:

Jacqueline has submitted our first and second choices and is awaiting a reply from Arts Alive. She will let us know as soon as she does. **Action JMaI**

6. Policy on gifts for retiring trustees

After some discussion it was agreed that in addition to a card to express thanks to retiring trustees, gifts would be purchased on a discretionary basis according to circumstances.

7. Appointment of Chapel Lawn Town Councillor on Clun Town Council.

It was agreed that Linda Hurcombe from Clun Town Council would be invited to attend meetings in her capacity as link councillor to the village hall committee. **Action PC**

8. Leak in central heating system

James will make arrangements for this to be fixed. **Action JMid**

9. Clearing playground and side path

A work party will take place on the morning of 3rd June when green bins will be used to take away the leaf debris that has accumulated around the edges of the car park. James will control the weeds on the side path. **Action JMid**

10. To check we are all using the correct email addresses.

As some incorrect/defunct emails have been inadvertently used recently, Patrick will circulate an up-to-date list for trustees to enter into their contact lists. **Action PC**

11. AOB

Because there have been recent unpleasant incidents of walkers' dogs worrying livestock, James will procure an NFU-approved warning sign and fix it in the car park to notify dog-walkers who may park there. **Action JMid**

Dave explained how he has arranged for the hall's continuing external refurbishment to be included in the Midshires Co-op's community grant aid scheme. He and Patrick will spend a few hours at the Bishops Castle Co-op asking people to sponsor the project. Patrick asked Dave if he would try to arrange for the Co-op Manager to be there so that she can explain exactly how the scheme works, including on-line accumulation of funds. **Action PC/DW**

Mark Limbrick (member of the public in attendance) asked the committee to acknowledge Barry Palmer's work in recent years as village hall quiz co-ordinator for the village hall, which it was happy to do. As Barry has now stood down from that role, Mark has replaced him and asked for volunteers to form a pool of people from whom quiz members can be drawn according to availability for quizzes which are held on the first Friday of each month.

Dave Wright needs to provide Jim Rogers with the necessary personal details for him to be registered with the Charity Commission as a Trustee. **Action DW**

All present trustees then stood down, with nomination and secondment for the following year to be addressed in the AGM that followed.

The meeting then closed and was followed by the 2016-17 AGM