

REDLAKE VALLEY VILLAGE HALL COMMITTEE

AGENDA FOR ORDINARY MEETING

Thursday 8th February 2018, 7.30 pm

1. Appointment of Trustee

Sarah Oakden was proposed by Christine as a new trustee.

2. Declarations of interest

There were no declarations of interest.

3. Minutes from previous meeting and action points if not already on the agenda.

The minutes of the previous meeting were approved. Proposed by Beryl and seconded by Di. Action points from previous meeting were addressed as follows:

- Jim had arranged for a number of plumbing jobs to be carried out: a leak fixed; valves installed to cope with airlocks in the heating system; a valve installed on the wall-mounted heater
- two radiators are still not working so Jim will ask the plumber to return **ACTION JR**
- Jim was thanked for fixing the fault in the disabled toilet
- Christine has circulated the summary of the new licensing arrangements
- Jim will make out a check for £50 to the Clun Young Farmers Club **ACTION JR**

4. Writing to thank Midshires Coop for Recent Grant Aid and to Invite Staff to see how the Money was Spent

- Dave will compose letters for Becky to send to the Midshires Co-op and to the Rural Community Council thanking them for their recent donations to the refurbishment fund and inviting staff to a future event in order to see how their money has assisted with the refurbishment **ACTION DW**

5. Arts Alive – to agree Roles and Responsibilities

Other commitments prevent Jacqueline from continuing as Arts Alive coordinator so a subgroup will form to take on the role. Christine and Di agreed to be on that but at least one more person is required. **ACTIONCR/DC**

6. To consider if the web-based Ticket Source Platform is a useful way to sell Tickets

Patrick described the web-based Ticket Source platform as an additional way of promoting and selling tickets for an event. This will be considered by the sub-group that will form to manage future Arts Alive events. **Action sub-group**

7. To Finalise Arrangements for the Forthcoming Arts Alive Event

Jacqueline described arrangements for the forthcoming 'Out of the Box' event, for which 26 bookings have been taken so far. Jim and Christine will run the bar.

For the next event, 'No Petticoats Here', it was agreed that the entertainers may only sell bottled beer at the end of the evening, and only if they have their own license for off sales as the village halls' license does not permit it.

8. To Consider a Music Gig for Later in the Year

It was agreed in principle to run a live event with Wild Willie Barrett. Becky is waiting to hear back from them on possible dates.

ACTION BS

9. To Discuss Alternative Arrangements for the Housekeeping Role

Beryl confirmed her resignation as hall housekeeper. Grateful thanks were expressed for her years in the role and her attention to detail and high standards. She will continue to serve as booking clerk. She listed the weekly tasks that are involved with cleaning and housekeeping:

- general cleaning of hall, toilets and kitchen
- checking that switches are off throughout the hall (especially toilets)
- taking home tea cloths and tablecloths for washing
- replacing toilet cleaner and toilet rolls
- putting bins out on a Thursday morning

Although not precluding the possibility of one person filling the role, unless/until that happens, it was agreed that the job would be carried out on a monthly rota, shared out between the whole committee, and any other volunteers that can be persuaded. However, Becky will take responsibility for ordering supplies because she already has an account with Viking. Christine will liaise with committee members to draw up the first year's rota.

ACTION CR

10. To Discuss the Idea of Occasional Pub Evenings

Di agreed to organise a trial pub evening on Saturday, the 7th of July.

ACTION DC

11. Signage Update

- Patrick has bought a commemorative brass plaque in memory of Michael Macturk which he will fix to one of the picnic benches. The new finger post will arrive very shortly. Jacqueline can make use of the old one
- Jim is in discussion with Jemima about an external sign with logo, but this can't be installed until the Gun Club has re-decorated the front of the hall

12. Curtains Update

- Jim has installed the new stage curtains with advice from Gary (thanks to both for their efforts)
- Christine, Becky and Sarah have replaced the curtain fittings over the windows, and washed and fireproofed the curtains before re-hanging them

13. To consider the Need for a Replacement DVD Player

Jim demonstrated the difference between 'normal' DVD quality and Blue-Ray. As there is such a marked difference, and as the DVD player is ageing and its reliability questionable Christine will buy a replacement

ACTION CR

After some discussion, it was also agreed by a majority vote that in spite of a few recent hiccoughs, the projector would not be replaced or serviced for the time being. When the time does come for it to be replaced Jim recommended that one with a brighter bulb be purchased.

14. Further Thoughts on Hall Exterior Improvements

Dave has researched costs for lining and gravelling the pathway along the side of the hall. This will come to about £125 and it was agreed to go ahead with this work. Dave will order the materials and arrange a work party.

ACTION DW

Dave will continue to research prices and specifications for a gazebo that will fit on the tarmac of the hall frontage. **ACTION DW**

James will cut down the shrubs on the bank leading down to the river. **ACTION JM**

15. What to do with the Old Chapel Lawn Sign

It was agreed that rather than try to sell it, Patrick will ask Kim Smith to frame it and a place will be found in the hall for it. **ACTION PC**

16. Town Council Matters

Beryl pointed out that the dates that the town council had set for meetings at Chapel Lawn clash with existing bookings. She requested that the new clerk liaise with her before setting dates. It was agreed to continue that in line with our charging policy, the practice of not charging for Town Council meetings would continue as they are open to all residents

15. Proposal to Use Mailchimp as Way of Engaging the Community more Effectively

Patrick suggested that Mailchimp be used for circulation of agenda and (approved) minutes in order that residents could opt-in to the circulation list. This was generally thought to be a good idea as a way of encouraging greater interest in village hall matters but is dependent on the future Secretary being willing to use it. **c/f**

17. To set a date for the AGM

- The date for the AGM was set for Wednesday the 30th May 7o'clock. The usual format will be followed of an ordinary meeting first, followed by a quick AGM, followed by a second, quick ordinary meeting to appoint officers
- Patrick reminded the committee that he did not wish to serve as Secretary in the following year but was happy to remain a hall trustee

18. AOB

- Christine reported profit of £190 from the Jack Brett event, £100 from the screening of Victoria and Albert, and about £60 from the screening of Tomorrow
- thanks were expressed to the WI for cleaning all the chairs
- it was agreed to continue with Beryl's practice of only retaining lost property for one month before taking to a charity shop
- a limit of 60 diners was set for the Paddington Bear Food 'n Flicks event on 7th April. Di Christine, Beryl and Sarah will organize it **ACTION DC/CR/BP/SO**