

REDLAKE VALLEY VILLAGE HALL COMMITTEE

MINUTES OF MEETING HELD ON

Tuesday 11th December at 7.00 pm.

1. **Present:** Richard Barthram, Ian Campbell (in the chair); Di Cosgrove, Patrick Cosgrove, Simon Jameson , Christine Rogers, Jim Rogers, Peter Sherman , Becky Whitton
Apologies: James Middleton, Helena Lane
In attendance: Beryl Palmer

2. Minutes from previous meeting and follow up of action points

The minutes were approved.

- Awards for All application – car-park lighting: Peter is pursuing quotes for the electrical and the ground works and will submit a bid in the not too distant future. It is a rolling programme of applications so there is no deadline to meet. Action PS
- annual cleaning: contrary to previous discussions, it was agreed that we would stay with the arrangement of a DIY deep clean. This will be in the spring – probably during w/c 8th April. Beryl agreed to take responsibility for allocating responsibilities. ACTION BP
- double glazed unit – Patrick will seek quotes from Red Kite Windows and Ken Lunn (Richard to provide contact details) ACTION PC/RB
- recycling bins - /f for Patrick to action ACTION PC
- new chairs – Christine has managed to source close-to-identical chairs at a cost of £41.10 if 20 are ordered i.e. £822 in total. This expenditure was proposed by Richard and seconded by Ian. All agreed. ACTION CR
- new tables – these have been delivered
- clearing shrubbery from the side of the hall – c/f for James
- reflective sign – Becky will adopt a DIY approach using reflective paint ACTION BW
- changes to banking arrangements – Jim will check if the new signatories are lodged with the bank ACTION JR

3. Update on hall heating arrangements:

Patrick explained that he had spoken with Chris Lord Smith of Llani-Solar who recommended controlling the heating principally via the thermostat. This will be trialled once Steve Daniels has solved the radiator problem. However the committee also asked Patrick to arrange a meeting with CLS to resolve any questions once and for all. ACTION PC

4. To finalize plans for the Christmas Party entertainments
 - ticket sales and promotion – WI has 65 people committed to attend; Di to ask Pauline to do a phone reminder ACTION DC
 - catering – Carolyn Wilde has arranged this
 - bar – Christine and Jim will manage the bar
 - raffle – this will be a prize draw that is included in the entrance fee; Father Christmas or a close relative will officiate
 - entertainment:
 - Bob James

- The Mudlarks
- Ivor and his two companions on the accordions
- managing finances – profit or loss will be shared between the WI and the Hall, although reservations were voiced at the risk of a loss as bookings were based on commitments rather than actual payments
- WI will decorate the hall
- VH Committee members will set up the hall on the Saturday morning
- Various people will lend fairy lights
- Patrick will arrange background music

5. AOB

- Patrick suggested that portions of the notice boards be allocated to groups that regularly use the hall, but it was agreed that the History Group, which had made the suggestions, could take over a portion as there did not seem the need for other groups
- When Jeremy Jameson replaces the external notice board, the small notice board with doors will be relocated to beside the VH front door ACTION PC
- A new urn for hot water has been purchased
- Di asked if she could purchase a large teapot; this was agreed ACTION DC
- Jim urged caution over major expenditure the near future as available funds was close to the £2K contingency
- Food and Flicks on Saturday 19th January: Di will co-ordinate food; Patrick will use Christine's email system to secure bookings (Christine to provide Patrick with a list of email addresses) ACTION CR

6. Date and time of next Meeting

Tuesday 19th March at 7.00 pm

A