

Village Hall Management Committee (VHMC)

Venue – Village Hall

Date – 16th April 2018

7.00pm

Draft Minutes - AGM

Present – Andrew Brewer (AB) – Chairman, Lawrence Tatton (LT) – Treasurer, James Finch (JF) – Secretary, Phillip Wells.

Welcome – AB opened the meeting, welcoming those present.

Apologies – James Keen

Minutes from last meeting and last years AGM were approved and signed by AB.

Matters arising from the minutes – none.

Election of officers –

- AB proposed LT as Treasurer, JF seconded.
- JF proposed AB as Chairman, LT seconded.
- LT proposed JF as Secretary, AB seconded.

Arrangements with the social club – Nominal starting rent of £65/month now increased to £250/month and backdated till July 2017. All agreed this was now covering the increased costs of electricity and water. Date to review the rent set as September. All agreed that the condition of the hall was satisfactory also appreciation of the continued improvements to the hall at no cost to the VHMC.

Hourly rent for the hall – LT proposed increasing the hourly rent to £10/hour, AB seconded.

This applies to all new bookings from 16th April 2018.

Electricity contract expires in September – all agreed that a new deal be sought then.

Cash payments – JF proposed and AB seconded that the treasurer be allowed to make payments digitally up to a value of £500, above this amount will need to be agreed by the VHMC. Amendment required to the constitution paragraph 7.

Election of a member/members from the social club to the VHMC – to be discussed at the next social club committee meeting.

Maintenance report for the past financial year.

- Toilet mended
- 3 water heaters installed

- Purchase of two refrigerators
- Two fan heaters purchased.
- Earth re-wire and switches for toilets re-located to the hall.
- Porch roof repair.
- Boiler controls moved.

Ongoing maintainance

- Fire extinguishers to be tested and a new one sourced for the wood burner area – LT
- Door closer and finger guards to be fitted – LT. In accordance with the risk assessment report.

To review conditions of hire – all.

Next meeting date – September/October.