



TTERTTON VILLAGE HALL COMMITTEE

Minutes of an Ordinary General Meeting of the committee held in the Committee Room on Wednesday 28th January following on from the AGM.

Present: Andrew Sharp (Chairman & Secretary) Joan Cullen (Hon. Treasurer) Emma Cooling, Rita Elliott, Jill Gladstone, Sue Mogers, Clive Parnell, Catherine Randall, Cheridah Stamford and Sue Tibbott.

- 1) **Apologies for absence.** Apologies had been received from Claire Mills, James Pyne and Tom Simcock.
- 2) **Minutes of the last OGM.** That the minutes of the last OGM meeting held on 2nd September 2014, having been circulated, could be signed by the Chairman as a true record of that meeting, was proposed by Cheridah Stamford and seconded by Emma Cooling, This was agreed unanimously.
- 3) **Minutes of meeting held 14th January 2015.** That the minutes of this meeting, having been circulated, could be signed by the Chairman as a true record of that meeting, was proposed by Catherine Randall and seconded by Rita Elliott. This was carried without opposition.
- 4) **Matters Arising.**
 - (i) **Kitchen Utensils.** Emma & Sue M had now equipped the kitchen with utensils and other essentials. They still had some large saucepans to obtain. **ACTION: Resolved**
 - (ii) **Keys and Keyholders.** Andrew confirmed that he was still learning of keyholders to the hall, this included the Parish Council Clerk and of course, the cleaner. **ACTION: Consider Resolved**
 - (iii) **'Storage.** Sue Tibbott had made contact with Newton Poppleford VH and would be looking at their stage and storage options. **ACTION ST.** Andrew was sorting out the sheds and as soon as he had made sufficient room would try moving the carpets out there to see if the smell in the Doctor's Surgery diminished. **ACTION AS**
 - (iv) **Village Hall Constitution.** This had been completed **ACTION: Resolved**
 - (v) **Building Maintenance.** At the last meeting Andrew had agreed to spray the weeds. However he had not been able to do this due to his broken ankle and now was not the right time. He promised to carry this out in the spring. **ACTION AS**
 - (vi) **Fundraising.** Sue Moger reported that the Ellingtonia Concert had been a great success and had raised approximately £260 towards the purchasing of Kitchen Utensils. **ACTION: Resolved.**
 - (vii) **Bunting.** Tom Simcock's daughter had been in communication with Emma regarding selling us some bunting. However, it was thought this was too good a quality product for our application. Emma said that she had some of her own she would be happy to lend as and when it was required. **ACTION: Resolved.**

- (viii) **Piano.** Sue M had not had any progress on this. Sue T was sure she had seen somewhere that restored pianos and sent them abroad where they could be appreciated. She agreed to look further in to this. It was suggested that we contact Brian Le Mesurier to ensure that the piano was not likely to be required for the forthcoming show that he was organising; the Chairman agreed to get in touch with him to check. **ACTION ST/AS**
- (ix) **Table Tennis Table.** The Sidmouth Scouts had been to the hall to have a look at the table tennis table and had agreed to take it. We were now waiting for them to organise a van in which to collect it. **ACTION: Resolved**
- (x) **The Church Bazaar** had come and gone but we had decided that on this occasion we would not be able to organise a stall on behalf of OVHC. **ACTION: Resolved**
- 5) **Correspondence.** Any correspondence received would be covered later in the agenda.
- 6) **Treasurer's Report.** The General Fund stood at £2830.45 with the Reserve on £13,631.16. The Roof Fund was at £14,330.30.
- Hall bookings were on the increase; this despite the Keep Fit class on Monday evenings which had been abandoned due to lack of numbers.
Since the last meeting, the Community Shop had paid their rent on the due date contributing £275.
- 7) **Village Hall Trustees.** The purpose of this item was to enable the final two trustees to sign to denote their willingness to serve as a trustee of the village hall. Unfortunately these two names were included in the apologies for absence.
- 8) **Report on Chairman and Treasurer's meeting with Cllr. Ray Bloxham.** Andrew informed the meeting that Joan and he had met with Cllr. Ray Bloxham and Jamie Buckley of EDDC. They had found them both to be extremely helpful and on our side. Jamie had subsequently forwarded details of organisations we might apply for funding as well as contact information on the Devon Association for Renewable Energy (DARE) who as well as funding, could carry out a survey on the village hall in respect of both insulation and heating. **ACTION AS/JC**
- 9) **Parish Council Offer of Help.** The e-mail from the Clerk of the Parish Council offering assistance to OVHC had been circulated. It was thought that whilst it was a very kind offer, at the moment we were not in need of any help in the day to day running of the hall, however, we were need of financial assistance and would be contacting them in due course in this regard. **ACTION AS/JC**
- 10) **Community Shop Signage.** OCSC were worried that the blackboards they had to lug out daily to display on the corner of the Fore Street wall, would in time cause someone an injury. They had asked if they could display a plain coloured feather flag advising potential customers that the shop was open for business. Those present were not sure if

- 11) such a display was appropriate. Clive advised that when they used to have Bingo on in the hall, they erected a sign that slid into brackets affixed to the inside of the wall. He thought that the brackets were still there and could be utilised by OCSC for a similar sign. Jill on behalf of OCSC agreed to report this back to her committee. **ACTION JG**
- 12) **Hall Roof.** As stated at the earlier AGM at least one elevation of the roof would be replaced this year. It was agreed that despite the Landfill Tax Grants looking attractive, unfortunately we were outside the qualifying area. **ACTION AS/JC**
- 13) **Heating System.** Andrew had met with a couple of contractors and had received one quotation. However, there was a difference of opinion as to what was required. For this reason we had been in touch with DARE to get a survey done as referred to in Item 8 above.
- 14) **Any Other Business.**

Joan had arranged for Andy Mitchell to paint the Committee Room and seal and paint both the toilet ceilings. Emma asked if he could paint the exposed heating pipes in the Committee Room as well as the passage side of it's door which was badly scratched. Emma also requested some coat hangers for the back of the kitchen door. It was suggested that the picture of Monks Wall which was hanging on the wall could be disposed of as it was not enhancing the room. This led to discussion about the memorabilia of the Twinning Association that was liberally spread around the room. Since they rarely used the hall Andrew agreed to write to the association and ask if they wanted to remove it. **ACTION AS**

Catherine said that whilst researching the amended constitution, she had been seen on-line, other village hall documents including a "Handbook for Hirers" which gave a lot of information about that hall. She thought this to be good idea for us to do likewise and said that she would be prepared to prepare such a publication. Everyone present endorsed Catherine's thinking and was happy for her to progress this. This led on to discussion about the cleanliness of the hall after parties. Apparently Colaton Raleigh insisted on a £25 deposit for parties, refundable if the hall was left clean and in good order. It was also suggested that an e-mail detailing what was expected of all hirers should be sent out to them. It could possibly be pointed out that because we did not have a caretaker, we were able to keep our hiring rates down. If we were to employ a caretaker then this would at least double the amount we currently charged. **ACTION CR**

Emma had received an idea from the school whereby they were willing to paint the back wall of the stage with a simple mural. It was agreed that, if done sympathetically, would enhance this area. It was conceded that the hall curtains were looking shoddy. Sue M suggested that perhaps we could price up the cost of having curtains that extended down the sides and also have one at the back of the stage. She agreed to investigate this. **ACTION EC/SM**

Joan informed the meeting that the hall had been booked on February 14th for an "Introduction to Belly Dancing" session in aid of Shelter; she hoped that many of the committee would attend.

There being no other business and with the date of the next meeting to be advised, the meeting closed at 20.58