



## **T TERTTON VILLAGE HALL COMMITTEE**

Minutes of an Ordinary General Meeting of the committee held in the Committee Room on Wednesday May 23<sup>rd</sup> 2018 at 7.30pm.

Present: Andrew Sharp (Chairman & Secretary) Joan Cullen (Hon. Treasurer), Rita Elliott, John Fudge, Tristan Jones, David Pankhurst and Cheridah Stamford

Tristan was welcomed to his first meeting.

- 1) **Apologies for absence.** Apologies had been received from, Jill Gladstone Claire Mills, Jim Pyne, Catherine Randall and Sharon Young.
- 2) **Minutes of the last OGM.** That the minutes of the last OGM meeting held on 24<sup>th</sup> January 2018 having been circulated, were considered correct and could be signed as a true record of that meeting.
- 3) **Matters Arising.**
  - (i) **Ladies Toilet.** Tristan had kindly agreed to investigate the problem of the roaring sound one of the toilets made when flushed. **ACTION: TJ**
  - (ii) **Fire Alarm.** DS Electrics had now installed the three smoke detectors and one heat detector as per their quotation. These were linked to an external alarm and strobe light. The control to silence or test the alarms was located in the first kitchen cupboard on the left as you enter the kitchen. **ACTION: Resolved**
  - (iii) **CCTV.** This had now been installed and was possibly already having an effect, insomuch as we had had no trouble with children skateboarding around the perimeter of the hall. **ACTION Resolved**
- 4) **Correspondence.** There had been the usual letter from the Old Vicarage asking to use the old tables and crockery for their Summer Fete on 14<sup>th</sup> June. Permission had been granted.
- 5) **Treasurer's Report.** Joan reported that the balance in the current account stood at £3,512.04 with the Reserve Account at £15,696.57. Our water bill for the last six months came to £102 as compared to last year's shocker which had run into thousands. Thankfully after much chasing we had received a refund and hoped we had no more undetectable leaks.

The new room rates were now in place as from 1<sup>st</sup> April but it was too early to see any effects of this increase.

*It was at this point that Emma arrived with Claire Lister who was welcomed to her first meeting.*

- 6) **Otterton Film Club.** Andrew confirmed that the date for the first freebie film show would be held in the hall on Friday September 28<sup>th</sup>. We had joined "Cinema for All"; this entitled us to hire all the necessary equipment to show films at a beneficial rate for our first few screenings. However, for the inaugural event we got it without any charge but would have to collect it and return it to Ivybridge. David offered to check with one of his contacts to see if they could either arrange delivery or collection for us.

The survey forms were circulated to members for approval, it was planned to distribute these to those people turning up on 28<sup>th</sup> September. However, John suggested that they be sent out in advance, possibly with the Parish Newsletter. They could perhaps be then returned to a central point such as the shop. **ACTION AS**

It was proposed that we leave the choosing of which film to screen until the beginning of August, we could then select one that had been on general release to cinemas but had not yet come out on DVD for retail sale. It was pointed out that we couldn't just purchase a £12.99 film from Smiths; the cost per film including the necessary licence would cost us in the region of £120.

- 7) **Rubbish.** We had done away with the recycling boxes and bag as hirers were putting the wrong material in the wrong container which was subsequently rejected by the recycling teams. Despite our putting up notices asking people to take their rubbish home, this was still not happening with everything being put in the grey bin only for it to also be rejected. It was proposed locking this bin away in the shed and including something in the Hirers Agreement pointing out that all rubbish must be taken away. **ACTION AS**

- 8) **Rear Lawn.** After many years, Clive had said that he could no longer continue to mow the rear lawn. This had been brought to a head by the amount of mole hills that were there. Andrew said that he would write Clive a letter thanking him for having looked after the rear garden, he suggested a gift of a Garden Token be purchased for Clive and it was agreed that one with a value of £25 should be bought. **ACTION AS**

Roger from next door had kindly volunteered to take over this duty but unfortunately he didn't possess a mower. As the grass was so long at the moment, it was difficult to establish the current activity of the moles. Tristan volunteered to give it a strim so that we could see how flat or not this area was before we went out and bought an electric flymo type mower. **ACTION TJ**

- 9) **Proposed Seat Outside the Hall.** Val Pride had asked whether it might be possible to site a seat on the corner of the hall looking down Fore Street. The siting of such a seat was agreed in principle but as Jill Gladstone was away, we were unsure how the shop proposed to finance said seat.

10) **Any Other Business.** Andrew didn't think that we should be affected by the new GDPR law due to come into force on Friday. Since we didn't keep any electronic records of hirers, it should be sufficient to email those committee members with this facility to ask them to respond that they were happy to be contacted by this medium. **ACTION AS**

Andrew confirmed that the Community Shop's lease was up for renewal at the end of next year. In the meantime we were looking into whether we could just cut and paste from the original lease with a few amendments where necessary. However, since Jill on behalf of the shop was not present and neither was our legal expert Catherine able to make the meeting, this should be an item on the agenda for our next meeting. **ACTION AS**

Following a twinning event in the hall, David confirmed that they had encountered a problem with the electrics where they had eventually found that a trip switch had, for some reason, tripped out. However they had tried ringing both Andrew and Joan for help, but unfortunately they were both out. It was agreed that this had been unfortunate, but it was unusual for both the treasurer and chairman not to have been at home at the same time.

The twinning also had a problem knowing how to operate the screen. It was agreed that rather than putting a notice up which would encourage people to fiddle, some instructions should be added to the Hirers Agreement. **ACTION AS**

There being no other business the meeting closed at 8.01pm.