

Standish Village Hall Management Committee
Minutes of Meeting held at Stocks Barn
On Wednesday 28th 2018

1.Present;

Ian Richens(chair); Keren Mattfield; Richard Flaxman; Pam Simonett; John Simonett; Jackie Knights; Celia Smith; Alison Widgery; Terry Hefferman

Stan Dicker has now stood down from the Committee and Jackie Knights is the representative of the Parish Council. Agreed regular agenda item for PC matters Agreed to get a big card for Stan signed by past and present committee members

ACTION: KYM

2.Minutes of previous meeting and matters arising;

Minutes of the meeting on 16th October were approved and signed(Minutes of Special meeting on 7th September still to be approved and signed by NM). Matters arising from 8th May and 20th July also raised

- Keep under review whether ERFA using hall without booking
- Test out whether public can still see personal info when using VH diary(done)
- Payments by PC and PCC to be reviewed annually

ACTION:KYM/RF

3.Treasurer's Report

- Bank not yet authorised RF to manage accounts. GHartley still assisting but RF has reviewed paperwork and is aware of outstanding matters such as lease costs and works carried out
- Total Cash; £11200 including reserve account
- RF and IR will discuss future reporting
- PS and RF will work out procedures so that PS knows when hirers have paid

ACTION: IR/RF

ACTION: PS/RF

4.Maintenance Report

- **Hearing Loop** IR will liaise with N Mattfield about research done so far and will look into grants
- **Stonework around windows** result of stone corrosion Cost prohibitive at present . IR to see if grant may be available N Mattfield has details of a website listing grants available. IR will look at it
- **Flooring** to stay as it is and carpet to be cleaned at least once a year. Minor stains can be removed by caretakers with Vanish in cupboard under stairs

ACTION:IR

ACTION:IR

Some issues were identified by new members looking around the hall

- Tap dripping and could not be turned off
- Door leading to meeting room has area of plaster fallen out and looks tacky. IR will ask Nigel Bowen to look
- Bolt on Ladies' door-now mended
- AW has identified the location of a Fire Hydrant close to the hall

ACTION:IR

ACTION:IR

5. Lettings Secretary's Report

Bookings still healthy. Already quite a few bookings for 2019. There has been another enquiry for a wedding reception. Question raised as to whether dogs should be allowed. Agreed not to state 'Dogs Welcome' as this may encourage many dogs! We will not object to well behaved (and clean!)dogs. General feedback still good

6.Lease of downstairs offices

Still waiting for agreement to final terms from GDT

7.Housekeeping /caretaking

- JS to prepare new caretaking rota
- Caretakers to check tea towels on their week and take home any dirty ones to wash
- Celia will share caretaking with Jackie
- There is now a padlock on provisions cupboard. Key on keysafe bunch
- Need sign saying 'Hazardous Materials'
- Leaves need clearing

ACTION: JS

ACTION: JS

ACTION: JS/TH(DONE)

8.Website/Facebook

It has been announced that SPAN will be discontinuing from January edition. Agreed we need to raise profile of website and Facebook and Twitter Query as to whether the name of Facebook page should be changed back to just Standish

KYM to check with local villages first to see if they want to share the page.

ACTION: KYM

KYM to check if can add Celia as joint administrator

ACTION: KYM

JK needs more 'Welcome to Standish' leaflets KYM to ask NMattfield for 15

ACTION: KYM

9.Future events

Dec 13th Christmas Social with Quintet.

- JS to do flyers to be distributed by committee. Co-ordinated by AW and JK **ACTION: JS/AW/JK**
- KYM to put another reminder on Facebook **ACTION: KYM**
- Hall to be decorated and tree put up Sunday 2nd 10.30am

It was decided last year that we do another Jazz evening this summer. JS will speak to Jason about using the Court again

ACTION: JS

10.AOB

JK reported that donations at the Armistice Commemoration amounted to £90. Distributed as to £60 to British Legion and £30 to Church. The church will retain the poppies to use next year. Agreed -good event

11.Date of next meeting

Thursday 28th February 7.00pm

Meeting closed at 8.35pm