**Minutes of Committee Meeting held at Over**

**Haddon Village Hall on Monday 19th November 2018 at 7.30**

**Actions**

**1.ZH**

**2.All**

**3. Social sub-committee**

**4. Social sub-committee**

**5. BP**

**Present: (signed list attached)**

Dick Foxon; Jen Foxon; Zena Hawley; Caroline Jones; Jill Beckett; Trish Renshaw; Bill Parke; Roger Truscott

**Apologies**: Helen Head; Martin Chresta; Christine Chresta

**Declarations of Interest:** None

**Minutes of meeting(s) dated:**

**22/10/18 – Management Committee.** After 2 small amendments, these were accepted as a true and accurate record and signed by the acting Chair. Proposed: Zena Hawley; Seconded: Caroline Jones

**Matters arising from Minutes dated: 22/10/18**

1) The DBS check has been done. Zena Hawley to transfer authorisation1

2) Plant room tidying c/f 2

3)Helen Head had been unable to get a response from Ruth Brown, so it was decided to leave the matter.

4) A review date has been added

5) The weedkiller has been purchased

6) The Loler lift inspection has been done. A screw has been replaced, and leaves removed.

7)Adding the History group to the website is a long term project. Removed from actions for the time being.

8)EDF came up with the best rate for a 3 year contract. The switch will be completed in March.

9) An email has been sent to thank the Parish clerk.

10) The transfer of the role of Treasurer from Dick Foxon to Bill Parke has been completed.

11) Elliot’s have rerouted the water supply so that in case of future failure we can go straight to the mains.

12) Consideration of Village Halls week c/f 3

13) Posters are in hand for Pat’s Big Quiz

14) Coffee morning posters have been done, and notice will be put on Facebook

15) A list of procedures for opening/closing the hall has been prepared.

16) Zena Hawley had done research across the county and concluded that the majority of halls rely on their website for publicity. The possibility of a simple leaflet directing enquirers to our website to be discussed. 4

**Treasurer’s Report**

* The handover of the role had been completed during the past month. Confirmation of the alteration of signatories at the bank is still awaited.
* The Income and Expenditure statement for the financial year to date, and a detailed transactional activity breakdown from the date of the last report had already been circulated to members. A minor alteration of £6-98 needed to be reconciled, and then these were approved by the committee and signed off by the acting Chair.
* It was suggested that a transfer of £2,000 be made from the reserve a/c to the current a/c. Proposed: Roger Truscott; Seconded: Jen Foxon 5 **1.**

* The balances at NatWest as at 19/11/18 were a) current a/c £2,064 and b) reserve a/c £20,048

**ACTIONS**

**6. DF**

**7.MC**

**8.MC**

**9.ZH**

**10.CJ**

* There were unpresented cheques of £1,000

**Maintenance Report**

* There is a loose paving stone to the left of the lift steps. Bob Foreman to be asked whether he is able to fix it. 6
* Hazard tape and the wall crack carried forward 7
* Light bulbs and fluorescent tubes need to be ordered 8

**Bookings Report**

The latest Bookings report had already been circulated to members. Numbers seem to be on track, though it was pointed out that we are reliant on regular commercial bookings. Copy filed with these minutes.

**Digital and Website Report**

Caroline reported that it had been a very good month on social media, with 223 visits to Facebook, and 17 new followers. There were appreciative comments in response to the Bonfire Night video, and in particular to the Remembrance Day events.

**Correspondence and E-Mails**

A debrief was being prepared to send to the Armed Forces Benevolent Fund who provided the finance for the silhouettes. 9

**Social Sub-Committee Report** including

**Calendar of Events for Organisation**

**Pat’s Big Quiz.** Entry to be £5, with nibbles and mince pies provided, and a raffle. Caroline Jones to do the posters.10

**Debriefs**

**Bonfire & Fireworks.** This wasvery successful, with fantastic support from too many people to mention for the building of the fire, and the organization of the evening. £309 was received in donations.

**Remembrance Day events.** There had been good support for the poppy making weekend, and on the day, both the church and the village hall were very well attended. Particular thanks went to Zena Hawley and Caroline Jones for all their tireless efforts and research. The service, the exhibition, the playing of the Last Post, the lighting of the beacon, and the film ‘Journey’s End’ all contributed to a day to remember.

**Other Reports:**

* **Well Dressing.** No report
* **Village Show.** No report
* **St. Anne’s representative.** It was splendid to see over 70 people at the service at the War Memorial on Remembrance Sunday, and the excellent attendance in the church afterwards.

The Carol Service will be at 4pm on Sunday 23rd December,

* **Indoor Bowls**  Continues, with a steady membership.
* **Parish Council** Saffron Baker, a representative of Tom Pearce, is to liaise with the Parish Council over the proposed housing development. The Council are concerned that the car parking should be secured, and that Severn Trent be consulted over drainage and sewage. It is possible that there will be a public consultation over the proposals.

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* **Friends of St Anne’s**  The AGM was held in November, and it was agreed that more donations are needed. The village is to be circulated.

**Actions**

**11.ZH**

Christine Mosely is to join the trustees.

* **Film Club**  The film on 9/12/18 will be ‘Finding Your Feet’
* **Book Club** No report
* **Coffee Morning**  Posters are to be put up to try to encourage more participants.
* **Table Tennis**  This activity is doing well, with both adults and youngsters attendin**g.**
* **History Group** Thriving. A visit to Melbourne Hall has been arranged to do further research into the old hall.

The next meeting will be a nostalgia evening, with a quiz, and members invited to bring memorabilia to spark discussion.

**Any Other Business**

1. A Christmas tree, donated by Zena Hawley, is to be put up for Pat’s Big Quiz 11
2. A piano has been offered to the committee, but unfortunately we do not have room for it.
3. Jill Beckett proposed that the social sub-committee should meet on 21/11/18

**The acting Chair thanked members for their attendance.**

**The meeting closed at 9.50.**

**Date of Next Meeting**  - Monday **7th Januay 2019 at 7.30**

**NB. Would you like any subjects to be included on the agenda for the next meeting? If so, please let Zena know as soon as possible.**

**c/c:**

**Helen Head Martin Chresta Christine Chresta Jen Foxon Dick Foxon Trish Renshaw**

**Zena Hawley Caroline Jones Bill Parke Roger Truscott Jill Beckett**

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