**Minutes of Committee Meeting held at Over**

**Haddon Village Hall on Monday 18th February 2019 at 7.30pm**

**Action**

**1.DF**

**Present: (signed list attached)**

Helen Head; Dick Foxon; Jen Foxon; Bill Parke; Trish Renshaw; Zena Hawley; Caroline Jones; Jill Beckett

**Apologies:**

Martin Chresta; Christine Chresta; Roger Truscott

**Declarations of Interest:** None

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

**7/1/19 – Management Committee** These were accepted as a true and accurate record and signed by the Chair. Proposed: Dick Foxon; Seconded: Bill Parke

**Matters arising from Minutes dated:7/1/19**

1) Consultation over transferring authorization completed.

2) Plant room tidying completed on 13/1/19

3) See later report on Village Halls week.

4) Discussion on an information leaflet c/f

5) See later under Maintenance report.

6) After discussion, Dick Foxon and Bill Parke decided that a finance sub-committee is not necessary at the moment. To be revisited after the AGM.

7) The issue of EOn contact details is ongoing – we are waiting for a phone call from them. Dick Foxon to chase1

8) See later under Maintenance report.

9) The annual inventory has been completed.

10) See Digital report.

11) See Well Dressing report.

**Treasurer’s Report**

* 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. These were approved by the committee and signed off by the Chair. Proposed: Jen Foxon; Seconded: Zena Hawley
* The balances at NatWest as at 13/2/19 were a) current a/c £4,486 and b) reserve a/c £ 18,739
* There were 2 unpresented cheques amounting to £ 210, and £300 held as hall hire deposits.
* The net income for the financial year to date is £ 4,260.
* Unfortunately, Dick Foxon is still having to chase NatWest over the transfer of signatories.

**Maintenance Report** (in absentia)

* The hazard tape has been affixed to 4 stage pieces.
* The gate latch has been repaired.

 **1.**

* Martin Chresta will contact Jeff Sheldon about the cracked supporting wall, the slipped roof tiles, and the loose paving stones.2

**Action**

**2. MC**

**3.BP**

**4. MC**

**5. ALL**

**6.MC**

**7. CJ**

**8. CJ**

**9. ZH**

**10. ZH**

* The heating engineer had been to replace the power board, but immediately got another error message. He promised to contact Martin the next day, but had not yet done so.

In Martin’s absence, Dick Foxon had contacted Mitsubishi to complain about the unsatisfactory service. The engineer has promised to come again on 22/2/19.

* The electrician has been to repair the emergency light above the rear exit. A small charge will be added to the next PAT testing.
* A quotation is to be obtained for pruning/crown lifting the tree adjacent to the car park. 3
* A floor tread replacement is needed between the main hall and the storeroom. It was suggested that rubber might be preferable. A quotation to be arranged from Bakewell Carpets. 4
* It was agreed that cleaning of some of the walls is necessary. This to be done on 10/3/19 5
* Martin Chresta had suggested that with the recent drive to manage income and expenditure at the hall, and the next set of annual servicing tasks due, it may be worth considering which are legally required, which are advisory and could possibly be done on a less frequent basis, and which could possibly be done in house. It was agreed that this should be investigated, with the proviso that we need to ensure we are fulfilling insurance requirements. 6

**Bookings Report**

* A copy of the latest figures had already been circulated to members. It was agreed that in future last year’s figures should be added for comparison.
* The hall will again be used as a polling station in May.
* A request has been received from Chatsworth Players to use the hall for rehearsals, from March to June. This was agreed.
* After discussion, it was agreed that hiring fees should be raised, for the first time in 4 years. The new prices will be £8 per hour for residents, £13 for non-residents, and £16 for commercial bookings. The figures to be changed on the website. 7

**Digital and Website Report**

* The last month has been one of the best on Facebook, largely as a result of the Ebb and Flow concert.
* There have been some pleasing feedback comments, for Pilates, the History group etc.
* Village Halls week appeared to have been very successful, and thanks were expressed to Caroline Jones for all her hard work.

**Admin and Compliance Report**

**Correspondence and emails**

Over Haddon Remembers – thanks have been received for the donations to the Poppy appeal.

Sent

22/1/19 - The annual return submitted to the Charity Commission.

Received

17/1/19 – NCVO News Bulletin. Copy already sent to members.

21/1/19 - RAD Bulletin. Copy already sent to members.

22/1/19 – message from I & I to say that the PHP version on OHVH website is outdated. It was agreed that the free update should be accepted.8

25/1/19 – Approach from Virgin Moneygiving/My Donate. Zena Hawley to explore 9

26/1/19 – Charity Commission News Bulletin. Copy sent to members.

30/1/19 – Renewal of music licence received from PPLPRS.

5/2/19 – RAD – village halls update – Fit for the Future. Copy already sent to members.

8/2/19 – NCVO 100 Funding Central subscription renewal 10

 **2.**

**Action**

**11. JF**

**12. CC**

**Social Sub-Committee Report**

The sub-committee met on 9/2/19. Matters discussed included trying to raise more income from events. The consensus was that it is difficult to find acts that we can afford, but housekeeping costs are to be looked at, and hiring rates to be considered.

**Calendar of Events for Organisation**

Talk on Ash Die-back. So far there has been no response. Jen Foxon to contact 11

2/3/19 - Pat’s Quiz for the History Group. Organization in hand.

6/4/19 - Race Night – a meeting to be held on 6/3/19 to organize this.

**Debriefs**

19/01/19 – Ebb and Flow concert.

This was considered to have been a very successful event, with good food (provided by the Lathkil) and well attended. Ebb and Flow have said they are happy to return .

**Other Reports:**

* **Well Dressing**

The online advertising for Over Haddon dressings has been submitted to Visit Peak District and the Well Dressing websites.

Over Haddon has been accepted as one of 6 well dressings to take part in the RHS show at Chatsworth, and awarded £400 towards expenses. Christine Chresta will investigate the public liability insurance needed.12

* **Village Show** – no report
* **St. Anne’s representative** – no report
* **Indoor Bowls -** thriving
* **Parish Council –** no report
* **Friends of St Anne’s.** There had been a good response to requests for more financial support.
* **Film Club –** the last film, “Bookshop”, was well attended.
* **Book Club -** thriving
* **Coffee Morning** – attendance has been very variable.
* **Table Tennis** – there has been a good attendance of youngsters.
* **History Group**

Pat’s Quiz has been arranged to raise money for a geophysical survey of the site of the Old Hall.

The February meeting will be about researching family history.

A new schedule has been drawn up for the next 12 months.

**Any Other Business**

Jen Foxon raised the issue of the date for the next AGM – this was arranged for 15/5/19

**The Chair thanked members for their attendance and contributions.**

**The meeting closed at 9.40**

**Date of Next Meeting : 18th March2019 at 7.30 pm**

**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.**

 **3.**

**c/c: Helen Head Martin Chresta Christine Chresta Jen Foxon Dick Foxon Bill Parke**

 **Zena Hawley Caroline Jones Roger Truscott Jill Beckett Trish Renshaw**