**Minutes of Committee Meeting held at Over**

**Haddon Village Hall on Monday 10th June 2019 at 8pm.**

**Action**

**1. ZH**

**2. MC**

**3.MC**

**4.JF**

**5.BP**

**Present: (signed list attached)**

Caroline Jones, Zena Hawley, Bill Parke, Martin Chresta, Christine Chresta, Trish Renshaw, Jen Foxon, Roger Truscott, Jill Beckett, Helen Head

**Apologies:** None

**Signing of the Register:**

It was decided to delay this until all committee posts had been filled.

Details of previous members to be archived 1

**Declarations of Interest:** None

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

15/4/19 - Management Committee

These were approved as a true and accurate record, and signed by the Chair. Proposed: Bill Parke; Seconded: Zena Hawley

15/5/19 – Pre AGM - for note only. Copy circulated to members.

15/5/19 – AGM – for note only. Copy circulated to members.

**Matters arising from Minutes dated: 15/4/19**

1) The information requested by EOn was sent 6 weeks ago.

2) Review of the servicing rota carried forward 2

3) Trish Renshaw had spoken to Marian Ambler. The Book Club were still considering how they wished to organize their subscriptions.

4) Dick Foxon had contacted Google about the change of contact details.

5) The purchase of a box for the plant room key c/f 3

6) Dick Foxon had contacted Glyn Tilson and he had been awarded the contract. Jen Foxon will ask him to strim the sides, and to weed/feed the grass, since it is in poor condition after last summer’s drought. 4

7) Helen Head had sent a card and voucher to thank Daniel Fischer for pruning the trees.

**Treasurer’s Report**

* Copies of the accounts up to 31/5/19 had already been circulated to members. These were approved unanimously and signed by the Chair. Proposed: Trish Renshaw; Seconded: Jill Beckett
* The balances at NatWest as at 31/5/19 were a) current a/c: £5643 and b) reserve a/c: £19209. There was one unpresented cheque for £150, and £300 held as hiring deposits.
* Income for the year as at 31/5/19 was £1223-80. This had been helped by fees of £500 to cover Polling Station hire.
* It was decided to leave cheque signatories as they are for the time being, in view of the painful and lengthy process endured last time we requested an alteration.
* Bill Parke will organize a thank you gift for David Head in recognition of his assistance in examining the annual accounts 5 **1**

**Maintenance Report**

**Action**

**6. MC**

**7. JF**

**8.ZH/JF**

**9.CJ**

**10.CC**

* Repair of the bannister rail, and floor strip c/f 6
* The guttering has been cleared.
* Notices are to be put up asking children not to spread or throw the stones, to try to prevent damage or injury. 7

**Bookings Report**

* A copy of the latest spreadsheet had already been circulated to members.
* As a result of slight confusion over the annual reports at the AGM, a discussion was held to clarify the difference between the monthly value of bookings as opposed to monies actually received each month.
* There was also a discussion about rental rates v. running costs.

**Digital and Website Report**

* The Well Dressing had proved a popular attraction. There had been 616 engagements, and 975people reached.
* The Chatsworth Well Dressing report had been shared by the ‘Made in Derbyshire’ website, and photographs had been posted on the WellDressing.com site.
* Games Night had been advertised on Facebook.

**Admin and Compliance Report**

* After discussion, it was decided to try to vary the day and frequency of meetings.
* Additional support for maintenance was also discussed, with the suggestion of a request for volunteers as back-ups. A notice in ‘The Voice’, and approaches to individuals were mentioned. 8

**Correspondence and E-Mails**

RECEIVED: 28/5/2019 - A copy of Glyn Tilson’s Insurance Policy

**Policy Reviews**

It was decided that in future years, the Policy Review Procedure and the List of Policies and Responsibilities should be dealt with at the first committee meeting after the AGM, and that the remaining Policies should be reviewed at the second meeting after the AGM.

a) **Responsibilities**

Changes made were:

* Vulnerable Persons Policy to be dealt with by Admin & Compliance Officer
* Health & Safety Policy to be dealt with by Bookings Secretary/Admin & Compliance Officer/Maintenance Officer
* Data Protection Policy to be dealt with by Admin & Compliance Officer/Digital Officer

b) **Policies**

Small changes were agreed to the wording in the following policies:

* Finance; Hiring; Vulnerable Persons; Health & Safety; Bonfire Risk Assessment; Equal Opportunities
* Information about the village defibrillator to be added to the Health & Safety Policy
* To further our efforts to fulfil the wording of the Environmental Policy, a link to the bus timetable to be added to the website 9

and the possibility of providing a bike rack to be investigated 10

* Up to date copies of the Policies to be filed with these minutes. **2**

**Health and Safety Review**

**Action**

**11. ZH/JF**

**12. MC**

**13. JF/HH**

**14.ZH**

**Due June 2019 11**

**Social Sub-Committee**

* A report had already been circulated to members.
* The next event will be a Games Night with pot-luck supper on Saturday 15th June.
* Future events to be organized include a Treasure Hunt in August, a talk by Sally Mosley in September, and a talk by Alex Langdon in November.

**Other Reports**

* **Well Dressing.**

The Chatsworth well dressing was deemed to have been a success, in spite of the appalling weather. It raised valuable income and donations.

The charities chosen for donations from this year’s village well dressing will be Village Aid, World Land Trust, and Help the Homeless.

A memorial bench which has been donated to the Parish Council is to be sited beside the well 12

* **Village Show**

3 of the 4 judges have been confirmed.

A meeting of the sub-committee is to be arranged after the well dressing, to go through the schedule.

* **St. Anne’s**

Roger Truscott reported that the church had been offered a small electronic organ as a temporary measure.

* **FOSA**  - No report.
* **Parish Council**

One new councillor has been identified, but members would like another volunteer.

* **Bowls**  - is thriving.
* **Film Club**

Jen Foxon is to arrange a meeting with Helen Head to hand over the running of this club. 13

* **Book Club**  - No report.
* **Table Tennis**  - In abeyance.
* **Coffee Morning**

Jen Foxon reported that there were 12 attendees at the last meeting, which is now held on the last Friday of the month.

* **History Group**

The walk down the Dale to learn about its mining history had proved pleasant and informative.

There will be a meeting on 27/6/19 when a member of the Time Travellers will lead a walk round the village, comparing buildings shown on old maps with those of the present day.

There will be another lead mining walk on 9/7/19, this time starting from Alport.

**AOB**

* Bill Parke asked whether it would be possible to have a post box outside the village hall. Zena Hawley to investigate. 14
* Martin Chresta brought up the subject of role-based email addresses. These to be discussed at the next meeting.
* Helen head brought information about dementia friendly cinema screenings.
* Jen Foxon asked for the Licence application for the wedding in July to be endorsed by the Chair.
* Jill Beckett said that she would deal with the playground weeds, and the lavender by the French doors.
* Christine Chresta suggested that email addresses and use of data for information distribution should be looked at, to relieve pressure on Dick Foxon, now that he has retired. **3**

**The Chair thanked members for their attendance and contributions to what was inevitably a long meeting.**

**The meeting finished at 10.30**

**Date of next meeting: Tuesday 23rd July at 8pm**

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

**c/c: Caroline Jones Zena Hawley Bill Parke Trish Renshaw Jen Foxon Jill Beckett**

 **Martin Chresta Helen Head Roger Truscott Christine Chresta**

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