

## Findon Village Hall Trust Meeting

Thursday 23<sup>rd</sup> November 2017. The meeting commenced at 6.45pm and ended at 7.25pm.

### Present

Judith Davies	Chairperson
James Heasman	Vice Chairperson
Cathrine Gear	Secretary
Phil Clark	Treasurer
Ritchie Line	Gardens Association
Bob Barber	Parochial Church Council
Trish Sclanders	Findon Village
Pat Canavan	Findon Downs WI
Bob Eastabrook	200 Club
Molly Stooks	Tastevin
Tina Bedford	Co-Opted Member Events Team
Peter Rodgers	Co-opted member

### 1. Matters Arising From Minutes of Previous Meeting on Wednesday 20<sup>th</sup> September 2017

1.1 Molly Stooks name had been incorrectly recorded as Molly Brooks

### 2. Treasurer's Report

- 2.1 Takings at the September and October film nights were £850 and £785
- 2.2 Oktoberfest takings were £1,183
- 2.3 All available tables at the Christmas Fayre have been booked and paid for
- 2.4 Hall insurance has been renewed at a cost of £1,233.49
- 2.5 Rustington Glazing's invoice (2 replacement front windows) of £898.80 had been paid

### 3. Correspondence

- 3.1 Small Claims Court proceedings are to be instigated by the Treasurer against a hirer who has failed to pay additional charges relating to the replacement of a drain cover damaged by their caterer, following reminders issued
- 3.2 A discount has been applied to the hire charge incurred by Strictly Dancing after a mix up over a booking date. The Hirer's request for the charge to be waived completed was respectfully declined
- 3.3 Biffa failed to empty the skip on two consecutive weeks and a credit will be issued

### 4. Bookings Report

- 4.1 Tai Chi now has two sessions on a Friday
- 4.2 A new weekly Yoga Group starts up on 29<sup>th</sup> November
- 4.3 Enquiries in hand for a Fitness Group and Committee Room

### 4. Chairperson's Report, including Events

- 4.1 Refurbishment of the roof is complete and Pat Doyle has a stock of replacement KeYmer tiles in the event of any damage
- 4.2 A code box will be fitted to the barrier and it will come into use as and when deemed necessary in the New Year
- 4.3 One room over the toilets has been emptied of contents and painted so it can be utilised as archive storage for the Trust. The smaller room housing the CCTV and stairs will be painted in due course. A new door is to be fitted and keys issued to Chairperson, Secretary and Treasurer only
- 4.4 Some framed prints of Findon were found in the Village Preservation Society's archive which could be re-framed and utilised in the new extension
- 4.5 The bench and owl seat have been treated
- 4.6 Ovens and hob will be deep cleaned on 11<sup>th</sup> January
- 4.7 Some youths were found dealing drugs in the grounds. They were challenged and told to leave the premises. The registration of their vehicle has been given to the Police
- 4.8 Preparations are under way for the Christmas Fair and there will be the usual licensed bar, including mulled wine, café and raffle. The Trust also has a stall this year with a 'luck dip' for children priced at £1. The presents will be wrapped for girls and boys and different age groups - all have been kindly donated

### 5. 200 Club and Men in Sheds

- 5.1 Winner of the October draw with number 163 was Findon Village WI
- 5.2 The Grand Prize Draw will be held in the Village Hall on Saturday 25<sup>th</sup> November at 7.30pm
- 5.3 181 members have renewed to date. It is anticipated that there will be 19 tickets available for purchase
- 5.4 Men in Sheds membership now at 20 and they have a stall at the Christmas Fayre

**6. Maintenance**

- 6.1 One of the mowers has been repaired
- 6.2 The urinal in the gent's toilet was blocked and has been treated with caustic soda but is still not fully clear. A stronger chemical is to be purchased from Domestic Heating and the urinals to be dosed on a regular basis
- 6.3 Some light tubes have been replaced
- 6.4 Meter readings texted to SSE but we have received an estimated bill. Treasurer to look into this
- 6.5 Christmas lights and decorations will be up in time for the Gardens Association Dinner on 8<sup>th</sup> December

**7. Any Other Business**

- 7.1 Findon Downs WI had problems with the microphone. It has been checked and problem seems to be user error. The system is working fine
- 7.2 Thanks were given to the Chairperson and Secretary both of whom are standing down at the AGM after 4 years in office

**8. Dates of Subsequent Trust Meetings**

- 8.1 2018 meeting dates are 18<sup>th</sup> January, 15<sup>th</sup> March, 17<sup>th</sup> May, 12<sup>th</sup> July, 13<sup>th</sup> September and 22<sup>nd</sup> November when there will be a Trust meeting followed by the AGM

Signed as a true record by Angus Watts, Chairperson.....on.....