

Minutes of the Enford Village Hall Committee Meeting Held on Tuesday 5th November 2013

Present: Judy D'Arcy-Irvine, Steve Becker, Hamish Scott- Dalglish, Jacqui Elkins, Kriss Mitchell, David Spencer, Jane Young.

The Chairman, Judy D'Arcy-Irvine, opened the meeting and introduced Kriss Mitchell, who had kindly offered to take on the role of Secretary to the Village Hall Committee.

1. **Apologies:** Ollie Stagg

2. **Minutes Committee Meeting 16th July 2013:**

Chairman briefly read through and asked for any comments. Acceptance of the Minutes proposed by Hamish Scott-Dalglish, seconded by David Spencer and agreed unanimously.

3. **Minutes Committee Meeting 10th September 2013:**

Chairman briefly read through and asked for any comments. Acceptance of the Minutes proposed by David Spencer, seconded by Hamish Scott-Dalglish and agreed unanimously.

4. **Draft Minutes of AGM 10th September 2013:**

Chairman asked for any comments and whether the draft Minutes were correct. It was agreed that the Minutes should be presented for approval at the next AGM in September 2014.

5. **Matters Arising:**

The new steps had now been constructed and came in under budget. It was agreed they were a great improvement.

Improved car park lighting to be looked into by Judy D'Arcy-Irvine and Steve Becker.

A storage shed still being considered. Possible budget of £1,500.

6. **Treasurer's Report:**

Hamish Scott-Dalglish presented the Treasurer's Report on behalf of Glenda Clark. The book balance as at 31 October 2013 is £2,666.48 with cheques still to be credited or cleared making a Bank Balance of £9,260.03. The actual worth of the account is £10,845.31. Contingency funds in High interest accounts currently stand at £30,000.

The income had slightly increased on last year but the surplus would be roughly the same. The accounts are going along comfortably but the Committee must not be complacent.

The water meter readings need to be checked as the bill had doubled.

A budget comparison based on 2012 figures will be done by Hamish.

7. **Chairman's Report:**

This was covered by the Matters Arising.

8. **Parish Plan Report:**

Steve Becker reported that there are three major projects which could compete for land and/or funding (allotments, a second children's play area/skate park on the Grants Road estate, outdoor exercise equipment on the Recreation Ground). The Parish Plan Committee will be discussing the situation regarding availability of public land with the Parish Council. When options are known, the Committee will present the plans to the community for their opinion on priorities.

9. **Maintenance Officer / Grounds Officer Reports:**

David Spencer reported the hall was starting to look 'tired'. He will look into hiring someone to decorate and seek quotes for the work next Spring.

10. **User Group Reports:**

No user group reports given.

11. Election of Bookings Secretary, Grounds Officer, Maintenance Officer

Bookings Secretary:

Judy D'Arcy-Irvine was prepared to carry on as Bookings Secretary. Proposed by Steve Becker, seconded by Jane Young and agreed unanimously.

Grounds Officer:

Hamish Scott-Dalgleish was prepared to act as Grounds Officer. Proposed by Steve Becker, seconded by Jane Young and agreed unanimously.

Maintenance Officer:

David Spencer was prepared to carry on as Maintenance Officer. Proposed by Hamish Scott-Dalgleish, seconded by Jacqui Elkins and agreed unanimously.

12. Election of Key Holders and Cheque Signatories

Judy D'Arcy-Irvine, David Spencer and Steve Becker were prepared to carry on with these roles.

It was suggested a deputy key holder be elected. Jane Young was prepared to act as Deputy Key Holder. Proposed by Hamish Scott-Dalgleish, seconded by Jacqui Elkins and agreed unanimously.

13. Election of Chairman, Deputy Chairman, Treasurer and Secretary

Chairman:

Judy D'Arcy-Irvine was prepared to carry on as Chairman until someone else is willing to take on the role. Proposed by Jane Young, seconded by Jacqui Elkins and agreed unanimously.

Deputy Chairman:

Steve Becker was prepared to carry on as Deputy Chairman. Proposed by Judy D'Arcy-Irvine, seconded by David Spencer and agreed unanimously.

Treasurer:

Glenda Clark was prepared to carry on as Treasurer with the proviso that a Deputy Treasurer be appointed to liaise with Glenda and present the accounts at Committee meetings. Proposed by Jane Young, seconded by David Spencer and agreed unanimously.

Hamish Scott-Dalgleish was prepared to act as Deputy Treasurer. Proposed by Jane Young, seconded by David Spencer and agreed unanimously.

Secretary:

Kriss Mitchell was prepared to act as Secretary. Proposed by Steve Becker, seconded by Jacqui Elkins and agreed unanimously.

14. Trustee Declaration Form

The Annual Trustee Declaration Form was signed by the Committee members present and returned to the Chairman.

15. Any Other Business

Hamish Scott-Dalgleish asked if the Village Hall would receive a donation from the Church for their Church Fair being held on 23rd November. The Committee agreed a small donation towards heating and lighting should be requested.

Steve Becker reported that, on a couple of occasions, the Youth Club had not left the hall clean of Friday evenings. This had resulted in complaints from weekend hirers. Jane Young offered to speak with the Youth Club organisers.

The Football Club were also leaving the changing rooms and outside areas dirty with quantities of mud, tape and plastic bottles lying around after weekend matches. They were also requested to check that all taps and showers are off before vacating the changing rooms.

Steve Becker reported that, over the past 4 years, overall expenditure on electricity is down despite increased usage of the hall and despite a 23% increase in average price of a unit of electricity. It would appear that the more hall is used the more we save – bodies generate heat! – or the system is now running more efficiently.

In view of the increasing number of shed and barn break-ins in the area during the last 12 months, Steve Becker had organised a security presentation for the community by T H White. This will cover small scale systems for garden sheds and oil tanks through to monitoring systems for remote outbuildings. This presentation will take place on Tuesday 12th November.

Steve Becker reported that although the village hall is a popular venue for private events and for weekly/monthly clubs, the live music, theatre and other social events were not well supported. The under-50s age group are particularly under-represented at these events. Steve offered to write an article for the Newsletter..

Uptake for the Pete Allen Jazz night and The Snow Queen theatre production was currently slow. It was suggested an aggressive push from all Committee members might help.

Precept:

The Wiltshire Council 10% contribution had been cut, therefore there may be a pro rata cut in donations from the Parish Council.

16. Date of Next Meeting and Proposed Dates for 2014

14 January, 11 March, 13 May, 8 July, 16 September AGM, 11 November.

Judy thanked everyone for attending and closed the meeting.