

Minutes of the Enford Village Hall Committee Meeting
Held on Tuesday 8th November 2016

Present: Judy D’Arcy-Irvine, David Spencer, Hannah Tucker, Maggie Maund, Hamish Scott-Dalgliesh, Jacqui Elkins, Jane Young, Sue Greenhow

1. **Apologies:** Anthony D’Arcy-Irvine, Sally Parker, Ollie Stagg

2. **Minutes of Committee Meeting 13th September 2016:**

The minutes were read and agreed as an accurate record by all. Proposed by David and seconded by Hamish.

3. **Draft Minutes of AGM 13th September 2016:**

The AGM minutes were read and agreed as an accurate record by all. Proposed by Jane and seconded by Hamish.

4. **Matters Arising:**

There were no matters arising.

5. **Treasurer’s Report:**

Hannah distributed the Funds Analysis for the period 1st July 2016 to 6th November 2016 and said the finances were doing quite well. Income was up but so was expenditure with £429.77 spent on PPL/PPS music licences and on the Hallmaster booking system. The bill for electricity so far this year, which includes heating and hot water, was up on last year’s figure due to a problem with the heat pump which had been addressed. It was agreed that the previous year’s electricity expenditure was the more accurate figure normally and, hopefully, should be resumed in the future. It was also confirmed that the bill was based on confirmed meter readings and not on estimated readings.

The sum of £296.87 had been spent on grounds maintenance. Hamish had spent £191 for the rubber matting in the car park and the balance had gone to Liam Scott of L J S Landscaping who had completed sundry tasks to the VH grounds charging £15 per hour which was considered good value.

6. **Chairman’s Report:**

Judy thanked everyone for their hard work and assistance and said that everything was ticking over very well.

7. **Maintenance/Grounds Officers’ Reports:**

David said that the maintenance of the VH was also under control. He also said that the problem we had had with our benches seemed to be occurring in other villages locally too.

Hamish said the grounds were suffering with both mole and chafer beetle problems. He explained that the chafer beetle problem was very difficult to tackle and the treatments expensive but not very effective as the beetles can stay alive underground for up to five years. You therefore may think they have gone after treatment but they may just not have hatched. Chafer bug traps cost £30 but may only catch two or three beetles and are therefore not cost effective over large areas of ground. The only thing that previously worked were chemicals which are now banned. Hamish said he hoped the problem would not become an infestation and that trying to solve the problems was 'work in progress'. Apart from this, all was otherwise well.

8. User Group Confirmation of Representatives:

Judy said that the User Groups had confirmed their representatives as follows:

Camera Club	Jane Young
Short Mat Bowls	David Spencer
Youth Club	Sue Greenhow
Junior Football	Ollie Stagg
Senior Football	Kevin Bennetts
Newsletter	Jacqui Elkins
Enford Parish Council	Anthony D'Arcy-Irvine
Gardening Club	tbc as Sally Parker had resigned
Parochial Church Council	Judy D'Arcy-Irvine

All representatives were proposed by Hannah, seconded by Hamish and elected unanimously.

9. Election of Bookings Secretary, Grounds Officer and Maintenance Officer:

Judy said that she would be content to continue as the Booking Secretary with Hamish and David confirming they were content to continue as Grounds and Maintenance Officers respectively. This was proposed by Jacqui, seconded by Hannah and unanimously agreed.

10. Election of Key Holders and Cheque Signatories:

Keyholders would continue to be Judy and David with Jane taking over from Steve with another set of keys. This was proposed by Maggie, seconded by Jacqui and agreed unanimously.

The cheque signatories would continue to be Judy, David and Hannah and, with Steve's departure from the village, Maggie would become the fourth signatory. This was proposed by Sue, seconded by Hamish and agreed unanimously. Hannah would organise the necessary paperwork with the bank to add Maggie as a signatory.

11. Election of Chairman, Deputy Chairman, Treasurer and Secretary:

Judy confirmed she is content to continue as Chairman as is Hannah as Treasurer and Maggie as Secretary. With Steve having stood down as Deputy Secretary, Maggie offered to take on this role. These appointments were proposed by Hannah, seconded by Hamish and agreed unanimously.

12. Trustee Responsibility Form:

This form has to be signed by all Trustees on an annual basis to confirm acceptance of their responsibilities. This was signed by all the representatives who were present during the meeting. Judy said she would ask those not present to sign the form as soon as possible. Judy informed the meeting that the VH had purchased Trustee Indemnity Insurance should problems arise in the future.

13. Future Projects:

Future possible projects are as follows:

Upgrade Car Park Lights

Stockade Shed Storage – it was decided that this not needed at the moment

Extended Patio Area

Outdoor Exercise Equipment

Annual Maintenance/Redecoration – Quentin to be asked to carry this out in March 2017

Flooring laid in attic March 2017 by Quentin who would also be asked to fit a ladder into the loft for safety reasons

Parking Area Grid Reinforcement – the grid laid so far is looking good but has not yet been tested in very wet weather therefore it was agreed to delay any decisions to extend the grid until after the winter

14. Clubs/User Group Reports:

a. Youth Club: Sue said that the club had a problem recruiting volunteers. She said there was a particular problem getting a Chairman to complete the necessary administrative work involved. Although Youth Action Wiltshire had been approached to see if they could provide assistance, they have no responsibility to the Youth Club and finances constrain any assistance that they would very much have liked to give. A paid helper would cost £70 per night per person to provide three hours' activity and one hour admin. They would be DRB checked, qualified and have completed appropriate courses plus would provide organised events and continuity of disciplines.

Sue said that there would be a meeting to discuss the issue on Friday 12th November where they would think long term about the difficulties they were facing and in the meantime, the club would remain closed until Jan/Feb.

Sue confirmed the ages of the children likely to use the club are from 5 upwards and there used to be about 50 members. The club, however, had lost members as they had grown up and moved on but they hoped to attract more children who used to love going. There used to be a charge of £1 (plus £1 for the tuck shop) but there was no money available to pay the £70 need for a qualified assistant. She also said that if a local school had the availability and facilities to host the youth club, it may well move there as the club was keen to help the children wherever the venue.

Sue said that although grants may be available, a volunteer committee and chairman were needed to organise these. She said that she would still try her best to keep the club running and would see what progress had been made in January 2017.

The day the Youth Club hold their activities is on a Friday and Judy said that some private bookings had now come in to use the hall on Fridays. Sue said that as long as she knew of the events ahead of time, that would be fine.

Judy thanked Sue for all her hard work with the Youth Club.

b. Junior Football Club: This was ticking over well with 10 to 12 children as members. The coach was paid £30 per hour and did no paperwork. Steve Todd had taken over from Ollie for the day to day running but Ollie was still the VH Rep.

c. Short Mat Bowls: David said the club was successful and doing very well.

d. Film Club: Judy said that two very good films had been shown, 'Our Kind of Traitor' and 'Eye in the Sky' which had both been thought provoking. The next film to be shown is 'Suffragette'. There is traditionally no film shown in December.

f. Camera Club: Jane said the last meeting had been very good and all was going well. She said not all members attended every meeting but it was still well attended and finances were fine.

g. Gardening Club: The theme of Thursday's meeting was 'Plant for all Seasons'. The club was also doing well and was financially fine. The Chairman had been asked to nominate a new representative to replace Sally Parker and this would be confirmed as soon as possible.

Judy asked if it would help the clubs if there was a reduction in charges but the representatives said thank you but no, they were financially doing well. Judy said that if they ever did need assistance in this area to let her know as the VH was here to help.

15. **Future Events:**

Future events are as follows:

a. Remembrance Sunday Lunch in aid of ABF - Sunday 13th November: Fifty-one people had booked so far but it was hoped for a few more.

b. Quiz Night – Saturday 10th December: Judy said this was being run by Jenny Goodship and anybody who wanted to make up a team would be very welcome.

c. Enford Children's Christmas Party - Saturday 17th December: This event is being held jointly with the Enford Community Fund.

d. Summer Production of Rain or Shine – 'Twelfth Night' – to be booked for 13 June 2017.

16. Proposed Date for 2017 Committee Meetings:

10th January / 14 March / 9 May (these last two dates having changed by a week to those published in previous minutes) / 11 July / AGM 12 September / 21 November.

17. Any Other Business:

The winter Rain or Shine production of the 'Hound of the Baskervilles' had been cancelled as Judy would be away and there was no one else able to organise the event.

The Watermill Theatre in Newbury had been to visit the VH and thought it was very good venue. They did, however, want to put on a production within the same timeslot as the summer Rain or Shine event and it was therefore not possible to host them this time.

Anthony was looking into improvements to the playpark and the possibility of providing equipment for a skate board park at the top of Grants Road. He was proposing a small committee of 4 people, including teenagers, to see what the local children would like to have and to start the research. The skate board equipment would cost about £7-8K. The funds could be met by the Area Board, grants and youth projects. Wiltshire Council had agreed to lease the land for a skate park and was anticipated that lots of children would use this facility.

It may be the wrong age group to take advantage of the skate park but there may be a link to the Youth Club with this venture.

Judy said VH bookings were not as numerous as last year but this had been a particularly good year with a large number of weddings and private functions. January is usually the start of bookings for the coming year.

Hamish thanked Judy for agreeing to chair the VH committee again for another year and all concurred.

