

Minutes of the Enford Village Hall Committee Meeting
Held on Tuesday 21 November 2017

Present: Judy D'Arcy-Irvine, Hannah Tucker, Maggie Maund, Jacqui Elkins, Jane Young, Ollie Stagg, Hamish Scott-Dalgliesh, David Spencer

1. **Apologies:** Anthony D'Arcy-Irvine, Rosemary Cox

2. **Minutes of Committee Meeting 19th September 2017**

Hannah had given an overview of the accounts, there had been little by way of maintenance costs, there were four future projects, it had been suggested that the cleaner's salary should be raised and the VH had not heard anything back from the Pewsey Male Voice Choir. Judy had thanked Kim for auditing the accounts. The minutes were agreed as an accurate record by all. Proposed by Maggie and seconded by Jacqui.

3. **Draft Minutes of AGM 19 September 2017**

The draft AGM minutes for 2017 had been distributed. It was agreed they were an accurate record and they will be presented for approval by attendees at the 2018 AGM. Hannah outlined the VH investment with Scottish Widows, the Film Club is successful, hire charges have not been raised and there was a difficulty in getting volunteers to assist with VH activities. Ollie Stagg and Steve Todd had been working very hard with the Junior Football Club. Grants have been sought for replacing the old, heavy round tables, the Newsletter had made a small loss but had a reserve and would not be levying charges. User Groups were all doing well, the Fete Committee had reported successful fete and fireworks events. Four committee members had been elected.

4. **Matters Arising**

No grants had yet been received for the new, round tables to replace the old heavy ones but when the money has been raised it was agreed Judy may go ahead and order them at a cost of c£3,500. The precept and community grants last year had come in December and a donation of £750 from the ECF had been promised for the tables.

5. **Treasurer's Report**

Hannah distributed the accounts to date and said they were in a slightly better state than at the same time last year and were therefore satisfactory. Money had been received with interest from Scottish Widows and had been reinvested in Shawbrook Bank. The money is broken down as follows: £12K in the current account, £13K in a 90 day notice account and £25K in a one year deposit account.

Income is slightly down but so are expenses. Non-local hire is also down and it was suggested that the VH could be marketed on social media to attract more interest. There is currently no VH Facebook account and it might be a good place to advertise Film Nights and post other events on social media. Judy undertook to ask Tracy Southard if she would be prepared to take on the mantle of marketing. It was also suggested that the brochure advertising weddings, christenings etc. could be updated and also put online. Martin Webb may have the experience to assist with this and Judy said she would write and ask if this was possible.

6. Chairman's Report

Judy said that things were ticking over nicely although incidences of vandalism had been an ongoing issue in previous months. The damage caused by the vandalism amounted to about £700. The ringleaders had been identified and the police were informed. The police had interviewed the individuals and spoken to their families and since their involvement, incidents of vandalism have almost stopped. Through the Community Police Representative the individuals' families can be asked to contribute to the costs of repairs and children asked to write letters of apology but this has not been implemented.

The police suggested installing CCTV and quotes had previously been received at about £1.5K. The CCTV would record for 2 weeks which should be enough time to check if any damage is discovered. The maintenance and servicing charge for the system would amount to about £165 for 2 years. Judy suggested this subject be put on the next agenda to discuss and in the meantime, she would ask the Community Policewoman for feedback whether any further action had been taken with regard to the culprits.

7. Maintenance Officer/Grounds Officer Reports

David said that, vandalism excepting, things were ticking over nicely. The damaged hand rails need to be replaced, Mike Nash would be concreting in the new, replacement benches and possibly the hand rails. Quotes were being obtained to repair the broken Stockade Gate. The broken outside tap could be replaced but David suggested not doing so as it attracted vandalism. He said the redecoration programme could be looked at and assessed in the spring.

Hamish said that the grounds were suffering from a large number of moles and he would be reminding the mole man to come and look at the situation. He also said that badgers had been digging for chafer beetles but getting rid of the beetles was extremely difficult and the VH users may have to put up with the problem.

It was reported that this year's bonfire had contained a lot of metal which was left in the residue when the fire died down. It could be used to cause more damage or might cause injury if people picked pieces up. Ollie volunteered to pop over and get rid of the metal and make sure the area was safe.

8. User Group Confirmation of Representatives

The following representatives had been proposed by the relevant organisations:

PCC Judy D'Arcy-Irvine: Newsletter Jacqui Elkins: Short Mat Bowls David Spencer: Gardening Club Rosemary Cox: Parish Council Anthony D'Arcy-Irvine Camera Club Jane Young: Football Club Ollie Stagg:

The election of representatives was proposed by Hannah and seconded by Hamish. All elected Trustees would sign to confirm their duties.

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

Judy agreed to remain as Bookings Secretary, Hamish as Grounds Officer and David as Maintenance Officer. This was proposed by Maggie and seconded by Ollie. Judy also suggested advertising in the Newsletter to try to get new volunteers for the VH and asked committee members to make personal approaches to friends too ask if they could help.

10. Election of Key Holders and Cheque Signatories

The Key Holders will remain as Judy, Jane and David and the cheque signatories will remain Judy, David, Hannah and Maggie. Hamish proposed this and Ollie seconded.

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

Maggie to remain Deputy Chairman and Secretary until she leaves in January when a new person or persons should be found to take on the duties. Hamish volunteered to temporarily take the minutes at the next meeting until a replacement is found.

Hannah will remain the Treasurer and Judy the Chairman but Judy also indicated that she would like to hand this role over. A new Bookings Secretary will also be needed. The elections were proposed by Hannah and seconded by Jane.

12. Trustee Responsibility Form

This was signed by all members and representatives.

13. Future Projects

Upgrade to car park lights – Ongoing

New lightweight round tables and trollies – Ongoing

Annual maintenance/Redecoration Spring 2018 – Wait till autumn and assess then

New handrails / general repairs / maintenance / benches fixed - Ongoing

14. Clubs/User Groups

Enford Junior Football Club: Ollie is doing a great job and new, younger children have joined the club. The coach let the club down a couple of times and the grounds have suffered from animal and insect damage but the club is ticking over nicely and can afford to pay the coach. The VH does not make a charge for use of the grounds. The Football Foundation had sent the annual monitoring form to the incorrect email address for completion, but this has now been submitted.

Short Mat Bowls: The club is thriving with more members than ever.

Film Club: This club too is ticking over although average numbers have dropped slightly. Thanks are due to Rosemary Cox, Martin Browne, Clive Bullen and Bushan Vohora for their help each month setting up the screen, operating the projector system and organising tickets on the door.

Camera Club: This club is doing very well and Jane said money from the jumble sale had been donated to Children in Need. The club would be holding a History of Enford event.

Gardening Club: Doing very well and the AGM will be held in January 2018.

Newsletter: Doing OK.

15. Future Events

Some people had expressed a view that events were expensive and they did not attend because they could not get lifts to come along. Judy suggested that an Events Organiser/Entertainments Committee might help with these issues if a volunteer/s could be found. Lifts are always advertised as being available to those who would like them.

Quiz Night Saturday 2nd December: This would cost £5 per head and posters advertising it would be sent out in hard copy and email. Jane also said that she would no longer be holding jumble sales as not so many people were attending. She said that, although the donations were fantastic, they were not selling well plus organising the sales and setting it up was a lot of hard work.

Christmas Market Evenings on Friday 1st, 8th and 15th December: Tracy Southard and Paula Brown had organised these nights.

Enford Children's Christmas Party Sunday 17th December: There had been a better response to this event than last year and the VH would not be making a charge.

Summer Production by Rain or Shine Theatre Company: Judy said that if volunteers are not available to help organise these events, it may not be possible to hold them and reiterated the need for a VH / village Entertainments Committee.

16. Proposed Dates for 2018 Committee Meetings

16 January / 13 March / 8 May / 10 July / AGM 11 September / 13 November

17. Any Other Business

Judy said the Backpackers Organisation had loved the VH and would like to use it for a weekend in 2019. Judy said she would work out cost, insurances etc. and said this may hopefully raise about £1K.

Judy asked for a VH representative for the new Parish Hall Management Committee and David volunteered.

Hannah said she was very concerned the annual fireworks display was not safe as live fireworks had landed on her horses' shelter in the adjacent field (as they also had in previous years). She had complained to Amanda Farrow who said the display was safe and the public liability insurance was adequate. Hannah said she had previously made a written complaint about this but it had made no difference. She said that she has written to the council's Health & Safety Department and was waiting for a reply. Hamish said he would make Amanda aware of the issue and see if anything could be done to improve the situation.