

# St Margaret's Hall Management Committee Minutes of Meeting

Friday. 27 November 2015. 1900

## **1. Present**

Chris Bailward (Deputy Chair), Vicky Franklin, Maria Hawkins, John Macdonald (Chair), Jackie Pyne

## **2. Apologies**

Gareth Cherry (Treasurer), Emilie Gordon, Charles James, Hannah Williamson.

**3. Proposal of Gillian Miles and Tim O'Keeffe to be members of the Management Committee.** Gillian Miles was proposed by CB and seconded by MH. Tim O'Keeffe was proposed by MH and seconded by VF. Gillian and Tim were welcomed to the Committee. They each gave a brief biography of their background and signed the Deed of Trust.

## **4. Minutes of previous meeting on 4th September 2015.**

Previously circulated, signed.

## **5. Matters arising.**

Heating. The radiators have been installed and have proved to be a huge improvement with the possible added advantage of drying the air in the hall. The fans have finally arrived and JM will arrange with our electrician for an installation date.

**Action.** JM.

Hall cleaning. The Benjafields started cleaning in the first week in November. The hourly rate is on the high side, but they are reliable and conscientious. Also, they bring their own equipment, which in the long run will be cost-effective.

Memorial for June Wood. Former Chair Gill Elston had approached JM and suggested that it might be an idea to add a tree in the side garden in memory of June and Dick Wood, since they had been long time supporters of the villages and the Hall. CB suggested a wild cherry and this was acceptable to the Committee. **Action.** JM.

Token meter. With the reduction in the number of tokens available, MH's husband had been approached to source some locally made tokens to fit the meter. He suggested that a £2 coin was virtually the same size and weight as the present token. A £2 coin was inserted in the meter and appeared to operate normally. With the advent of the new heating regime the likelihood of the additional heaters being required has reduced. The committee felt that while the tokens were still available they could be utilised, but if any hirer required the use of the overhead heaters then it would be acceptable for the hirer to use £2 coins.

i-Cloud information for the Committee. JM has now transferred most of the computer information he holds to the i-cloud facility Dropbox. CB has been able to access this information and suggested that if any Committee member needed access, this could be readily achieved. Information for this action will be promulgated. **Action.** CB and JM.

Curtains. JP and her husband Greg have made and installed the Roman blinds in the Hall. The blinds are a huge improvement on the former curtains and our thanks go to JP for her hard work.

Lighting. VF had written to Mrs. Martin (Dextra lighting). There has been no reply. JM undertook to do some research, possibly directly with Dextra. **Action.** JM.

Monitored Fire Alarm. Unfortunately, CJ was unable to attend the meeting. We will await the costing of the scheme at the next meeting. **Action.** CJ.

New Trustees. GM and TO'K were proposed at the meeting. Ann Franklin, whom had been suggested as a representative for the WI was unable to attend the meeting and, hopefully, we will be able to introduce Ann to the next meeting.

EG suggested at the last meeting that Sally Collins should be given a gift for all her long service as keyholder. JM wrote a letter of thanks to Sally and presented a bouquet of flowers and an M&S voucher. Sally's card of thanks was circulated to the meeting.

#### 6. Chair report.

*Since the last meeting Charles has installed and commissioned the new radiators. Jackie has made and positioned the roman blinds. The fans have finally arrived and will be installed when Mark Pearson can fix an appointment. We have had overwhelmingly positive feedback from our users to the improvements we have made to the interior of the main hall. We have had another attack of the vandals, on the night of 5 November people decided to use the playing fields to let off fireworks and then pulled out the entrance and exit signs. We have recovered and replaced them, but some extra work will be required.*

#### 7. Treasurers report.

*After continuing the maintenance programme through the summer months with the internal decoration of the hall and the upgrade and re-plumbing of the radiators at a cost of £3500 the hall remains in a strong financial position with cash on hand of £11,300. The new radiators combined with the upgraded boiler controls fitted in 2013 will mean the hall will be more efficient from a heating and hence fuel consumption perspective. Hopefully, the improved look of the hall will also result in more/repeat bookings going forward.*

#### 8. Bookings report.

*The village hall bookings are unchanged, all the classes continue to run and everyone has commented on the warmth of the hall and how much brighter it is. We already have some new bookings through the internet for 2016 so everything is healthy.*

#### 9. Sports Report.

*From the adult section. The first team continues to play some good football and are presently mid table in the Dorset Premier league. The reserves also are mid-table, again playing some good football and look to be good reserves for upgrade to the first-team. Unfortunately, the under 18's team has folded, primarily because the team was frequently under represented and also because their coach moved to Frome.*

## **10.Maintenance.**

Boiler. Martin Holloway serviced the boiler at the beginning of November. Although the boiler is quite old it is still performing well. A burner jet was the only piece of equipment needing replacement.

## **11.AOB.**

Banking. Our bank HSBC are closing their branch in Wincanton on the 22nd January 2016. The bank has made arrangements for paying in to be conducted through the Post Office after that date. Presently, since Sarah Warren left the Committee we only have two signatories authorised to sign cheques. Ideally, there should be three signatories. JM suggested that the deputy chair would be the ideal candidate. CB was proposed by VF and seconded by JP. Procedures will need to be completed by 22nd January, otherwise we will have to deal with the Yeovil branch. **Action.** JM.

Fund raiser. GM suggested that it might be a good time to have another of our popular Village Hall dinners in the new year to raise funds to help replace the outgoings for the recent Hall improvements. A date was suggested for the 13th February 2016 with a theme of Valentines. **Action.** Committee.

Crockery. JP wished to float the idea that the Hall could use some new crockery. Research to be carried out. **Action.** JP.

## **12. Date of next committee meeting.**

15 January 2016. 1900.

The meeting closed at 2020.