

## **Bawdeswell Village Hall Trustees**

### **Minutes of the Meeting held on 14<sup>th</sup> of August 2017**

**Apologies** – None

**Minutes of the Meeting** held on July 10<sup>th</sup> were agreed as an accurate record.

**Matters Arising from those Minutes** -the plaque had been fixed to the Water Heater recording the contribution of Chris Hood.

All those who helped and contributed to John and Marietta's Farewell were thanked by the Chair and it was agreed that the shortfall in funding should come from BEG funds.

#### **Election of Officers following the AGM**

Vice Chair – Jason Waller  
Treasurer – Jason Waller  
Secretary – Vacant  
Booking Clerk – John Mallen  
Web Site – David Cockburn

**General Finance Update** – Jason presented the finance papers and the discussion centered on the time period for Depreciation which Jason had increased to 25 years but was finally settled at 50 years. Jason also pointed out that so far August was a better month for lettings than we had anticipated. Additional monies were also coming in from the Summer Holiday Cafe manned by volunteers every afternoon of the school holiday.

**Hall Bookings** – JM reported that August bookings were still less than usual but that September was already heavily booked including important hires to the Women's Institute and Cobb Enterprises as well as returning regulars and Football starting playing regular matches. It was agreed to refuse the application for hire from the Morris Dancers.

**BEG** – the group had arranged a BBQ in place of the usual Soup and Pudding Lunch, a date had been fixed for the comedy group “From here to Absurdity”. The Tuesday Hub Cafe was continuing successfully and parents were involved in running the School Holiday Cafe. Rebecca Ledbury also talked about advertising our events on Facebook and the Trustees agreed that this was a good idea and that we should do so for the comedy show.

**Lottery Outcomes** – Nothing to report

**Operations Sub-Group** – The group had not met formally but had continued to deal with issues as they arose including technical issues with the hall's equipment. Robin and David had agreed to produce one page guides to the use of the audio and projection equipment to enable users to easily access these for their meetings. A new trolley had been ordered for the Kitchen.

**Training** – None

**Policies Review** - It was agreed that we need a Complaints policy and procedure.

**AOB** – Jason reported that he had so far had no luck contacting our WiFi supplier to enquire about an upgrade but he would continue to try to get an answer by the next meeting on October 9<sup>th</sup>. JM reported difficulties with the drainage of the sink in Reception and the Ladies Loos and the meeting agreed that if these continued then he should call in a plumber. The possibility of a Defibrillator being fixed to the exterior wall of the hall near the front doors was mentioned but the Chair insisted that the Parish Council would have to make a formal request to the Trustees for this too happen.

**Date of next Meeting** – it was agreed that this would be in six weeks time on October 9<sup>th</sup>