

Burtle Village Hall Committee Meeting

7th December 2015 7.30 pm

Present: Jim Murray, Alan Parr, Maureen Perdue, Chris Lush, Jenny Duval, Steve Allen, Colin Pople.

Public - Elaine Giddens.

1. Apologies: Jane Allen, Richard Masters, Anne Lush.

2. Minutes of the Last Meeting:

Minutes of the Committee Meeting held on 2nd November 2015 were amended to reflect the donation of £55.30 being sent to the Heart Foundation, which was 50% of the event takings, not £50. Minutes were then agreed and signed.

3. Matters Arising:

Minutes of the Extraordinary Meeting on 18th November were discussed. The rewording relating to bar opening and events such as Chris Puddy's Quiz were agreed. The maximum numbers of elected and nominated members on the Committee were clarified as agreed at the meeting, being 15 and 12 respectively.

These changes have been incorporated in the new Burtle Village Hall Constitution which has been ratified by the Charity Commissioners.

4. Village Hall Hiring Rates and Bar Profit Sharing:

a) Letter to Groups.

There was much further discussion, particularly about a corkage charge and its purpose. Various amendments were agreed. Jim will redraft the letter and send it to the Committee for final comment and approval before circulation to the village groups.

Maureen proposed that Burtle Parish Council be added to the list of eligible groups in case it might wish to host a function with a bar at some date. Jenny seconded, and it was unanimously agreed.

b) It was confirmed that eligible Burtle groups can receive a 50% share of the net profit from the bar takings at their events. (Gross profit less 50% to replenish stock) Also agreed these local group functions have the Hall free if they have a bar, subject to minimum bar takings. Details will be in the Letter to groups.

5. Finance

Chris circulated copies of monthly totals for the previous 3 months and a detailed statement for the past 2 months, and answered questions concerning some items. Chris informed the meeting that a total of £629 is owing to Harvest Home and Burtle Church from their events during the year. This sum is the agreed honouring of previous loose arrangements which split the bar takings 60/40. In addition the cheques were raised for the Garden Club's Turkey Dinner evening share, and to repay Maureen for the purchase of Bingo prizes. The

following cheques to be paid before the end of the year were proposed by Steve and seconded by Jim and duly agreed:

Harvest Home - £435.20

Burtle Church - £193.88

Garden Club - £113.60

MP – bingo prizes and costs - £80.11

6. 100 Club

Jim reported that still only 51 numbers have been sold, and this actually represents fewer than 30 people who have joined. Jim has found out that he could run with fewer numbers, and he gave us the figures for a smaller 'club'. The prizes would have to be reduced, which would mean that everyone who has already pledged will have to be contacted and told the new rates and offered the option to withdraw. **Jim** is going to see Burtle Silver Band on Thursday, who apparently have some people interested, and both he and **Steve** will try to get some more support at various social events. It was agreed that if **Jim** could delay finalising the numbers until after the Christmas Bingo session on 18th December, some more might be forthcoming there too.

7. Youth Committee Member

Elaine is very keen to get younger people involved, and to have the opportunity to do new things in the village. However, she has not yet been able to persuade her son Ben. Although anyone under 18 cannot be a Committee member because of our License, we agreed that the next newsletter would include something that might invite younger members of the village community to give us their ideas about what they would like to see happening in the Hall. It would be good to have a liaison person or advisor to the Committee from the younger members of the village community. **Jim**.

8. Newsletter

The monthly Village Hall Newsletter has been well received, and Jim and Jayne were thanked both for doing it, and for funding it themselves for this trial period. The meeting agreed that it would like to continue to produce it, and Jim quoted a price of £240 for the coming year. Acceptance of this quotation was proposed by Steve and seconded by Chris.

9. Communication of Minutes of Meetings

We need to be posting our monthly meeting Minutes on the village notice boards, and we agreed to do so from now onwards. They should also be on the website, but there have been access problems. Much discussion ensued around the problems of the training sessions, individual editing access, and in fact the suitability of the site design and 'wordpress'. **Jim** suggested that he try to meet with Richard Dallimore to discuss it with him. A short-term solution might be to ask if Richard would be willing to manage the site for the village groups, but there was a feeling that something more radical might be needed for the long term. The establishment of our online Booking system is very important, and Maureen, who has already researched this, is waiting for Richard Dallimore to come back to her with his ideas on the preferred option.

10. Burtle Silver Band

Jim has spoken to Phil Hamlin who explained that no one in the Band now comes from Burtle, and so the 'loyalty' to the village is somewhat lacking. However, if suitable dates can be found, a free concert for the village would not be a problem. There was total agreement that a free event for the village, perhaps out of doors in the summer if it can be arranged with Nathan and Raffie to use the field, would be great. The possibility of combining this with Rosemary Tuckers' proposed celebration of the Queen's 90th birthday might be something to discuss with Rosemary. Looking ahead at the diary, it is a busy summer for the village with that, Harvest Home and the Somerset and Dorset Railway event in August.

11. Village Hall logo/Heading

The Committee agreed to adopt the new logo design which Jim had created, not being aware that we already had one. A new look for the New Year, new constitution and new practices seems appropriate. Jim will send a pdf to Maureen, Jane and Chris to use for official communications. NB. We must ensure the new Charity Number now appears on all these too.

12. Future Events

January 9th Defib familiarisation training sessions in the Meeting Room during Café Burtle

March 12th An event in support of Bowel Cancer Awareness – Jane Allen

April 23rd St George's Day Dinner - Harvest Home

May Plant – Garden Club

June 11th Queen's birthday – Rosemary Tucker/Burtle Church

August 4th Harvest Home

August 20/21 S and D Railway weekend – BVH

There was discussion of various options for fund-raising and/or village community spirit-raising activities including:

Fish and Chip evening – Alan will find out if the van which goes to Mark would come here for an evening. The bar could be open and people could come and sit in together.

Umpah Band – good fun, but thought to be very expensive.

Indian Meal evening – possible.

Disco or Live Band – also quite expensive.

We will consider the diary of all forthcoming events, including the regular ones, and discuss this further in the New Year.

13. AOB

Chris confirmed that the bank balance is as expected, and that he will as usual get the accounts out to the Committee a few days before the meeting.

Elaine has a Health and Safety checklist for the Hall which she will kindly do for us in due course.

Maureen had asked for an agenda item to discuss the New Constitution, emails about which she has circulated to all the Committee. We are advised by Paul Fredericks that there are a number of essential steps we must now make to ensure the smooth transition to the new COI status of Burtle Village Hall. We need to appoint Directors for Burtle Village Hall Enterprises, both from the Committee and outside it, and really need the advice of an accountant for the establishment of the new company. Chris will research some information, Jim has a friend who may be prepared to help, or we might approach Anita Hedges for this specific exercise. We will need a meeting, perhaps the January one, but perhaps an extra meeting, to ratify all the details for the company. The Charity Commission dealt with our new registration in double quick time, for which we must thank Paul Fredericks, and also pay his invoice.

Colin asked a question about a payment to the Garden Club in November. Which was the 40% takings from their Beef Night event earlier in the year.

There being no other business, the meeting was closed at 10.00.

Next Meeting: Friday 8th January 2016 7.30 pm