

APPLESHAW VILLAGE HALLwww.appleshawhall.co.uk

Minutes of a meeting of the management committee held in the Hall at 7.30 p.m.
on Monday, 4th December 2017

Present: Mr T Seymour (*Chairman*), Mrs R Bass, Mr E Carr, Mrs Mia Seymour,
Mrs T White, Mrs J Hopkins (*secretary*)

<u>Item</u>	<u>Minute</u>	<u>Action</u>
1.	Apologies for absence: Mr R Baugh and Mr C Johnson.	
2.	Minutes of the last meetings and matters arising: 1. The minutes of the meeting held on 11 th September 2017 were signed as correct. Also signed as correct were the minutes of the extraordinary meeting held on 13 th November 2017 to discuss a request from Pippins Pre-School. 2. Matters arising: para 4c: update deferred to next meeting.	
3.	Treasurer: 1. The Treasurer's income and expenditure account for the 9 months to 4 December 2017 was presented which shows a net expenditure over income of £1,063.01 for the period after clearing accounts for electrical and other necessary general maintenance work. Total income in the period was £7,469.86. 2. Ideas were discussed to raise the Hall's profile and attract more bookings, including an update of the website, a general offer of help to the Fete Committee and a party to round-off the latest refurbishments.	
4.	Hall Development: 1. Upgrade of loos: to be completed. 2. Purchase of microphone: to be discussed.	TS RB
5.	Health and Safety: 1. The electricity meter cupboard would be kept unlocked. 2. Licensing Act 2003: no events involving the sale of alcohol have been held since the last meeting.	EC
6.	Hall Maintenance: 1. Guttering: one more quotation will be obtained. 2. Heating: Tim Seymour will investigate a new thermostat for the boiler which would make it impossible to adjust beyond, say, Low/Medium/High with a boost option. Users of the Hall would be encouraged not to tamper with the timer or thermostat.	TS TS
7.	Hall Management: 1. Ballet Classes: Louise Vincent has indicated that she would like to use the Hall as a permanent back-up for her classes when Thruxton War Memorial Hall is unable to accommodate her. After discussion, it was agreed that she should pay the commercial rate for two outstanding bookings. One following booking would be charged at £10 an hour and after that, as she would be a long-term hirer, the rate would be £12.50 an hour.	TS

	<p>2. Pippins Pre-School:</p> <p>a. After discussion, it was agreed in principle that the Pre-School could extend its hours to 3.30 p.m. on weekdays in school term time, pro rata and subject to other bookings which would be checked.</p> <p>b. The new manager would meet Tim Seymour to discuss the verandah.</p> <p>c. Pippins staff would be asked to ensure they conduct an appropriate check at the end of their sessions and leave the Hall tidy and locked.</p> <p>d. Rubbish from the Pre-School must be disposed of appropriately.</p>	<p>TS</p> <p>TS</p> <p>RB</p> <p>RB</p>
8.	<p>Any Other Business:</p> <p>1. Thelma White was thanked for her contribution to Hall funds through her successful Whist Drives. £701 has been raised so far this year. Thelma thanked Eric Carr for his invaluable help at each session.</p>	
9.	<p>The meeting finished at 9.00 p.m.</p> <p>Dates of the 2018 meetings (all Mondays): 12th March, 11th June, 10th September, 10th December in the Hall at 7.30 p.m.</p>	