

FARTHINGHOE VILLAGE HALL

Minutes of the Farthinghoe Village Hall Committee
Held in the Village Hall on Wednesday 4th March 2020 at 7.00pm

Attendance and Apologies

Present: Mr David Hancock, Chairman (DH)
Mrs Lisa Wenmouth (LW) Treasurer/Finance
Mrs Di Osbourne (DO)
Mr Graham Osbourne (GO)
Mrs Wendy Hancock (WH)
Mrs Fiona George (FG)
Mr Mick Morris (MM) representing Farthinghoe Parish Council

Apologies: Mrs Jenny Phipps (JP)
Mr James Harrison (JH) representing Farthinghoe Parish

Council

Agenda Item		Action
1.	<p>Welcome: DH welcomed Lynne and John Lee who have joined the committee. Graham and Di Osbourne will continue to attend meetings as and when they can. We have not heard anything from Wendy Whitehouse. The 200 club draw is now done on a monthly basis by GO and the results published in the Chronicle.</p>	
2.	<p>Approval of Minutes: (Chair) The minutes were approved.</p> <p>Review of actions: (Chair) GO placed a full-page advert in the Chronicle regarding the 200 Club but as yet has had no further response. GO feels that a personal visit to certain properties may yield better results. WH has spoken to her daughter-in-law about the signage and this will be undertaken when she is in a position to do so. DH and JH will cut down the silver birch tree in due course. DH reported that the heating system has been installed. DH sorted out the electrics for the new system. DH has purchased some chipboard which has been placed in the loft to help with the ease of access. DH and LW are discussing up-dating the Trust Document. JH is looking into how we may be able to claim the VAT back for future expenditure and this is on-going. JH has supplied the manure for the Village Hall garden. DH placed an advertisement in the Chronicle asking for kitchen units which could be used to help us replace the units. Marquee - we agreed at the last meeting that we would spend £500 to replace the sides of the marquee, but it now transpires that we can purchase a new marquee for £250 extra and we will go ahead with this. The new marquee is exactly the same size as our existing one. Village Show – this will take place on Sunday 27th September which links up with the church Harvest Festival so that the produce can be donated to</p>	<p style="text-align: center;">DH/JH</p> <p style="text-align: center;">DH/LW</p> <p style="text-align: center;">DH</p>

	<p>the service.</p> <p>Future Events – a sub-committee will discuss future events. WH said that the proposed Quiz evening will not go ahead at this time due to another Quiz evening being arranged within the Village.</p> <p>May 8th the Tea Dance will go ahead as planned and WH will draw up a team of helpers for this event.</p> <p>DH reported that Broadband has been installed by BT, currently running at 1.5 meg and this will be upgraded once everything has settled down with an up-grade to fibre in due course. Cameras can be installed and DH will look into this further to decide as to where the cameras are mounted, the cameras will be linked to the broadband. Cameras can be installed internally and externally.</p> <p>Petty vandalism will hopefully be eradicated with the installation of the cameras.</p> <p>The skip has been removed.</p> <p>The installers of the new flooring have been back to look at the Hall floor and have said that this can be rectified. DH will ensure that the floor is sorted out as soon as possible.</p>	<p>WH</p> <p>DH</p> <p>DH</p>
<p>3.</p>	<p>Financial update (LW):</p> <p>LW circulated the accounts prior to the meeting. The table tennis group is going well as are the bookings and regular hirers.</p> <p>The electricity bill has gone up and we will review this. The insurance has been paid. LW has negotiated the 80% discount on the Council Tax, this has to be applied for every two years. The windows have been cleaned internally.</p>	
<p>4.</p>	<p>Pricing/charges update inc. school (LW):</p> <p>LW reported that the School currently pays £550 to use the Village Hall. WW has said on previous occasions that the school would do some fundraising, but as yet, nothing has been forthcoming. The charges for the school need to be increased to £650, this is still a very much reduced rate. LW agreed to write to the school advising them of the increase. The school does get a lot of concessions and this rate is well below the Village Hall hire charges.</p> <p>LW will check the information on the website regarding the charge rates for the Hall.</p> <p>Now that the new heating system is fully operational this will mean an increase in the running costs of the Village Hall. It was agreed to commence a monitoring period over the next few months to see what the increase in the running costs actually is and then a decision needs to be taken on how to pass the charges on – possibly put the hire charges up by a £1 per hour in September. The regular hirers will be informed about the cameras and extra hire charges. LW will liaise with DH over the hire charges and a document will be sent to Committee members for their perusal.</p>	<p>LW</p> <p>LW</p> <p>LW/DH</p>

<p>5.</p>	<p>Staging grant and others (Chair): South Northants Council is creating an opportunity for applications for improvement grants. LW is looking into this to see what is available and what the requirements are to apply for a grant. LW and WH will look at purchasing the curtains for the stage, and the lighting will also be looked into as we have now received the grants to carry out this work. The £800 grant received from the Rank Organisation will cover the cost of the hot water boiler and system installation. MM said that SNC are providing Parish Councils with a projector and projector screen which will be arriving during this month. The Parish Council will see what it can be used for. There is a piano in the Village Hall currently owned by Anne Steadman who used to teach ballet in the Hall. DH will contact her and hopefully this will be donated to the Hall.</p>	<p>LW LW/W H DH</p>
<p>6.</p>	<p>Broadband installation – Camera could be installed at the same time (Chair): DH will install a camera and will feedback the results to the committee before deciding on the number of cameras to be purchased.</p>	<p>DH</p>
<p>7.</p>	<p>Trust Document: (DH) DH and LW have looked at the wording of the document. The Trust Document states that the Hall is for use by the village and surrounding areas. The Hall has been upgraded and we have received positive feedback. We have generated events to raise money to pay for the improvements, but currently there is not a great amount of support for events within the village. LW and DH said that after looking at the Trust Document it raises the question over the long-term use/future of the Hall. WH has said that she does not wish to carry on as the booking secretary and caretaker as this is taking up so much of her time. WH and LW give very generously of their own personal time, as does DH towards making the Village Hall the success that it now is. It was agreed that the time has come to look into the possibility of employing someone for a few hours each day to take over the responsibility of the bookings and general maintenance duties. WH currently offers to decorate the Hall for weddings and functions and it was agreed to either review the costs for doing this or to advertise someone who could do this for future events and not involve the committee. A lengthy discussion followed regarding trying to work out the way forward, should we reduce the bookings for the Hall etc? It was agreed that DH would look into drawing up a job description for a Booking Secretary and Maintenance Person which he will send to the members of the committee for their perusal prior to the next meeting and then it could be discussed at the next Annual General Meeting. An advert could be drawn up. An hourly rate of £12.50 was suggested as</p>	<p>DH</p>

	this is the current rate of pay for the Clerk to the Parish Council. It was agreed that we would push on with this rather than the Trust document at the moment.	
8.	Pantomime venue next year: (LW) LW advised that the Silverstone Pantomime group may be interested in taking their annual pantomime performance to other venues, one of which could be Farthinghoe. It was agreed that this was something that we could look into.	LW
9.	Items for Next Meeting: Discuss booking secretary/maintenance person job descriptions Trust document Village Hall Show Tea Dance – 8 th May update – WH will sort out a working group for this event.	

Date of Next Meeting:

Wednesday 2nd September 2020 at 7.00pm London Barn

Chairman

ACTIONS:

- 2.1 JH/DH to cut down silver birch tree
- 2.2 DH to purchase new Marquee
- 2.3 WH to draw up list of helpers for Tea Dance in May
- 2.4 DH to look at camera installation and Broadband upgrade

- 4.1 LW to write to school re: price increase
- 4.2 LW to check website charges for Hall
- 4.3 LW/DH to discuss hire charge increases and write to Hirers

- 5.1 LW to look into grants from South Northants Council
- 5.2 LW/WH to investigate purchase of Stage curtains
- 5.3 DH to contact Anne Steadman re: piano

- 6.1 DH to test camera positions at Hall

- 7.1 DH to advertise Booking secretary and Gardening/maintenance role.

- 8.1 LW to investigate Silverstone Pantomime being brought to FVH