

**FARTHINGHOE VILLAGE HALL COMMITTEE MEETING
MINUTES**

3 September 2019, 7.30pm
Farthinghoe Village Hall

Committee members: Dave Hancock, Wendy Hancock, Lisa Wenmouth, Jenny Phipps, Di Osborne, Graham Osborne,

Guest: James Harrispn (Parish Council),

Apologies: Fiona George, Wendy Whitehouse

1. Welcome, 150 Club draw

The Chair welcomed James Harrison to the meeting and he will be a permanent Member from now on.

150 Club draw for August

£25 – no. 112 – Katie Gunn

£15 – no. 10 – Lynn Deeley

£10 – no. 13 – Val Walker

150 Club draw for September

£25 – no. 32 – Louise Reid

£15 – no. 148 – Siena Bragg

£10 – no. 89 – Barry Willett

2. Approval of previous minutes, review of actions

The previous minutes were agreed with one change - under AOB, Lisa will chase future Hirers who do not meet the end of hire arrangements.

Sue Abbiss-Stubbs had not responded to the commission for a new sign. **WH** had asked her daughters in law who were interested and she would follow that up.

The hedge was trimmed by DH and Barry Willett and Jon Hampson will be asked to quote.

3. Financial update

Lisa presented the latest accounts which showed a healthy balance following the installation and payment for the floor. The recent announcement from the Parish Council that they would no longer claim back VAT for the Hall was a particular blow to the finances, particularly as there was no advance warning. **LW** was checking the position with HMRC, VAT office and Charities Commission.

The current position with Parish Council and FVHC was prompted by the request for a modern MOU (Memorandum of Understanding) to allow FVHC to understand the relationship and then update its formal 'Way of Working' documents. In summary:

- The Parish are Custodian Trustees and have their name on the Village Hall deeds which they hold.
- LW & DH are registered Charity Trustees
- FVHC is totally responsible for running the Hall and can initiate its sale if necessary without reference to the Parish Council. The proceeds would be held for the benefit of the Villagers

This situation raises a number of questions which FVHC will need to work through.

4. Drains update

There had been a maintenance issue with the Ladies toilet which had not been fully resolved. GO and DH inspected the infrastructure after plunging the offending toilet. There was a major blockage which required professional assistance and all is now well. However, there is clear evidence that tree roots are impacting on the system and it was suggested that the Silver Birch tree adjacent to the hedge was the culprit. It was agreed to fell the tree in the Autumn and replace with a large shrub. **DH** to co-ordinate.

5. Village Show review

This was the first Show for a number of years as previous ones had been poorly attended. The goal was to provide a successful show to support the integration of Villagers and did not have the objective to make a profit. All agreed the event was a great success for the Visitors (approx 110 through the door), although it was hard work for the organisers and those manning stalls etc. during the Event.

The format would be built upon for next year and grateful thanks were proposed to all involved - many outside FVHC.

6. Alternative Events

A previous meeting had suggested we should consider a wider range of events for Villagers to attempt a wider participation. It was recognised that no ideas had been forthcoming from previous attempts to get ideas from Villagers, so we would need to generate them and offer a choice to be put to the village. The Chronicle was widely distributed but no readership stats were available so it was proposed to test some ideas at a future Read and Feed event.

7. Hire charges for Committee room

Following the installation of Broadband at the Hall, there is an opportunity to hire out the Committee room. (Broadband not yet installed). It is not feasible to hire out at the same time as others using the main hall due to access arrangements. However, it is feasible to hire the committee room only during off peak hours and GO had suggested there would be a demand, It was agreed that the item would be revisited when the Broadband was installed and the heating system was working. However, the meeting room could be hired out Mon - Fri during the day.

8. Stage grant

Lisa reminded the meeting that we had to plan the use of the £1800 grant received from Coop. Richard Parker had been to the Hall to discuss a number of proposals, but they tended to be too costly. It was decided to go for curtains initially, then provide some upgraded lighting. **LW** agreed to start the process of curtain purchase.

9. Heating & Flooring update

The flooring had been installed successfully and will be finished off with the skirting installation. This next step was discussed and it was agreed to proceed with the installation of the skirting heating from Discrete Heating which would cover the gap

between flooring and wall. Dummy skirting will be installed in the Foyer to match the profile. However, the walls will need to be painted before installation and the first fix electrics will need to be in place. **WH** to choose paint colours and **DH** to contact Steve Johnson to sign off electrics when fitted.

10. Items for next meeting (November)

- Charging for Charitable events
- Replacing projector and Amplifier
- Halloween Ball

ACTIONS:

2.1 WH to ask daughter in laws for possibility to design and produce a new Hall sign

3.1 LW to check VAT position and item re: MOU with Parish Council to be revisited

4.1 DH to coordinate the removal of Silver Birch tree believed to be affecting the drains

8.1 LW to start Stage update by investigating the purchase of curtains

9.1 WH to lead on choosing paint colour for walls prior to heating installation

9.2 DH to get Steve Johnson to sign off electrics after first fix for heating installation