

## UGBOROUGH VILLAGE HALL



Vice Chairman	Secretary	Bookings Secretary	Treasurer
Mrs Sharon Hughes	Stafford Williams	Mrs Philomena Jones	Mrs K Brampton
The Old Chapel	3, The Square	Chickpea Cottage	Hill House
Ugborough	Ugborough	Ugborough	Ugborough
Iybridge	Iybridge	Iybridge	Iybridge
PL21 0NG	PL21 0NT	PL21 0NG	PL21 0NJ

### MINUTES OF UGBOROUGH VILLAGE HALL COMMITTEE MEETING 11<sup>th</sup> APRIL 2017

**Present:** Mrs J Hosking, Mrs P Jones, Mrs K Brampton, Mr D Smallridge, Mr S Williams (*Secretary*).

**Apologies:** Mrs S Hughes (*Chairman*), Mrs C Gwynne.

#### ITEM 1. MINUTES OF LAST MEETING

- The minutes were approved as a true record.

#### ITEM 2. MATTERS ARISING

- Three roof refurbishment quotes had been received and will be refined after funding is gained and planning consent is organised. An application had been made to the Big Lottery Fund and work was ongoing on a Pre-Application for planning consent. **Secretary to report progress on the Big Lottery Fund grant opportunities and planning enquiries.**
- A notice on use of the window restrictor was now on the kitchen window.
- A deep clean had been completed.
- The Hall had been given the discretionary and non-discretionary rate relief requested.
- The Treasurer had negotiated a new 2-year power contract with SSE.
- New keys had been distributed.
- Cases of inappropriate completion of hire forms were noted. **Action: Bookings Secretary to enforce correct booking for all hire sessions and report back progress.**
- *Carried forward:* During the path refurbishment it was noted that the drain running into the road was collapsed and it was likely that the responsibility would lie with South West Water. Water was draining satisfactorily despite the collapse. **Action: Secretary to contact South West Water about the drain collapse.**

#### ITEM 3. CORRESPONDENCE

- Mail included an offer to join a competition for Best Village; changes to charges for water provision; an increase in SHDC waste charges of 8% from 1<sup>st</sup> May (noting that a request to pay by direct debit was still outstanding with SHDC); and the ability to view accounts on-line was now enabled
- A request for contribution to the website had been received. It was agreed to contribute £40. **Action: Treasurer to pay £40 to the website fund.**

- The Treasurer had agreed lower rateable values for the Hall with the SHDC, noting that currently the Hall benefits from relief on these.

#### ITEM 4. FINANCE

- Current Acct: **£ 12,120.71**. The books were with the auditor prior to the AGM.

#### ITEM 5. HALL FABRIC

- There was. **Action: Secretary to check side path gutters and down pipes.**
- Other rectification jobs highlighted included: a rubber seal on an oven and the need for periodic deep cleans. **Action: Booking Secretary to investigate rectification tasks.**

#### ITEM 6. CARETAKER/CLEANER

- Nil.

#### ITEM 7. ANY OTHER BUSINESS

- It was suggested that hire charges were not keeping pace with inflation, but any proposals would wait until the AGM where charges are an agenda item.

#### ITEM 8. DATE OF NEXT MEETING

- The Hall would be used as a polling station on 8th June 2017 and would be unavailable all day to other users.
- The next meeting will be the AGM **on Tuesday 9th May 2017 at 8.00 pm in the Village Hall.**

Stafford Williams  
Secretary