



Barsham Village Hall Committee

Meeting Minutes

Monday 16th September 2019 at 7pm, Barsham & Houghton Village Hall

Those present: Andrew Ross, Grace Howlett, James Goodley, Frank Chapman, Robert Fletcher, Sarah Sampson, Jodie Bond, Dr Marie Strong, 1 member of the public.

1. Welcome

Andrew Ross (Acting Chairman) welcomed all those present.

2. Apologies

Stuart Laws gave his apologies, apologies accepted.

3. Treasurers Report

Grace Howlett (acting Treasurer) circulated the treasurers report (see appendix 1).

It is believed that a small patch of dry rot has been found under the floor in the hall, outside of the gent's toilet. It is very damp to the outside wall, which may be causing it. It was suggested that weed killer be used on any overgrowth covering the wall, to dig out a small trench around this part of the external wall and fill it with gravel to prevent sitting water. It was also suggested to clear the gutters of any debris, moss or leaves to help prevent excess rain water falling in this area, and rod the drains.

Jimmy and Robert kindly agreed to dig a small trench to see what they can uncover and do to help. All were in favour. Thanks, was given.

4. Approve Minutes

The Village Hall meeting minutes from meeting of 15th July 2019 were agreed and signed by Andrew as acting Chairman. The Village Hall AGM minutes from 21st May 2018 were also agreed and signed. Sarah Sampson is to be included in the emails that are related to village hall committee events.

5. Bookings & Advertising

An article had been produced and submitted to News & Views for inclusion into the Oct/Nov issue.

An enquiry had been made about a potential regular hire for a dog club, which would initially run for 1 hour per week, increasing to 2 hours per week if successful. All necessary cleaning would be covered by the hirer if they confirm the booking. Sarah did advise that we need a new mop for the halls own cleaning.

Parking was discussed between Sarah and the hirer. Jimmy advised that even if there are sheep in the field that would be used as overflow car parking, the sheep would not venture towards the gate. However, temporary fencing could be provided if it is felt necessary.

Sarah advised that someone is being shown around the hall on 22nd September for consideration for a wedding reception in September 2020.

Sarah is continuing to promote the hall on Facebook.

6. Financial Matters

See treasurers report. Grace advised that the hall Insurance is due next month.

7. Correspondence

Jodie had written a letter on behalf of the committee in response to the letter received from the Parochial Church Council.

A new hall booking form and terms and conditions are to be agreed and then made available to potential hirers via the Parish Council website, the bookings clerk and secretary.

8. Overflow car park sign

No update received from Martin or Basil.

9. AOB

Jodie circulated an image of a potential new hall sign and the price for consideration. It was agreed to go ahead and order the new sign and an up to date sign for the playing field gate for a total cost of £116.95 plus VAT.

A fundraising event was discussed and it was agreed that we would organise a Christmas craft event on Sunday 24th November, 10 am until 2pm. With refreshments, a raffle and stall holders. Jodie will produce a poster to use to advertise the event.

Frank will kindly donate some raffle prizes, as will some other committee members, these will be confirmed by 1st October. More prizes may also be sourced.

Grace requested that the old freezer and heaters in the store room be disposed of. Jimmy agreed to remove the old equipment and take it to the recycling centre.

The outside light was discussed. Robert agreed to check the bulb in the light on the container to the rear of the hall and replace if possible. A further light to the front may be considered. Jodie will get a quote for new external lighting.

Jodie to also check our insurance policy if there is no light outside.

It was noted that funding could be available for a new flooring via NNDC Big Society Fund.

Jodie will submit a request form to B&Q for surplus free materials to help with decoration and DIY jobs at the hall.

Meeting was closed at 8.05pm

APPENDIX 1

Banking Movement since last quarter					Opening balance	5640.33		
April					NNDC Rates	246.96		
					Anglian Water	24.09		
May	NNDC Hire of Hall	50.00			Calor Gas	15.45		
					E'on Electricity	149.59		
June	Hire of Hall	34.00			Petrol for Mower (7.96		
	NNDC Hire of Hall	50.00			Puncture repair (10.00		
	Income this quarter			134.00	Expenditure this quarter		454.05	
30/6/2019	Closing Balance			5320.28				