SHALFORD VILLAGE HALL COMMITTEE

MINUTES OF MEETING HELD 10th JANUARY 2008

PRESENT: Gary Mills (Chairman), Nicola Walton (Treasurer), Linda Golding (Secretary), Brian Turner, Lawrence Rawlinson, Jane Mills, Mick Barber, Brian Turner, Sarah Hooper, Colin Golding, Anna Brunskill, Elizabeth Frost

APOLOGIES FOR ABSENCE: Andrew Hull,

2) Minutes of Last Meeting

The Minutes of the meeting held 12th December 2007 were approved and signed by the Chairman.

3) Matters Arising

- Insurance for hall - Nicola has arranged for fire officer from Braintree to inspect the hall on Wednesday 16th January 2008
- Smoke alarms needed
- Nicola to speak to Shane re selling mower and see if price could be reduced. It was agreed we need this and also someone to use it.
- Hygiene Book now in kitchen
- Gary to send letter to Environmental Health
- Check list for kitchen to be done
- Hall users to be advised to read hygiene book

4) Carol Concert

Everyone was pleased with the carol concert and the turnout we received. It was thought something similar would be arranged for this year. Points noted were:-

- £219.05 profit for funds
- Good report has been put on website
- Approx. 80 people attended
- Linda to send thank you letter to Bocking Brass
- Chairman offered special thanks to Anna Brunskill for arranging this successful event.

5) Future Events

It was noted from the suggestion book and leaflets put out at the Carol Concert that the following suggestions had been received for possible future events we could arrange to help boost funds.

1) Dance lessons 2) Yoga 3) Sports Quiz 4) Easter egg hunt 5) Barn Dance 6) Quiz Night 7) Summer Ball 8) Maypole 9) 60's 70's 80's Night 9) Family New Year Celebration 10) Time of Their Lives Theatre Group.

These would all be looked at, and it was decided the next event would be a Barn Dance in March. It was felt a quarterly event was needed to help raise the necessary monies to help funds desperately needed to cover expenditure during the coming year.

- Anna to contact Sally Prime who organises Barn Dances or anyone else able to do one at the end of March. The 29th had been suggested as a good date.

6) Cost of Hall Hire
It was agreed the following increases would take place dating from the 1st January 2008 (although any booking agreed before this meeting would be honoured at old price)

Village Residents:
Weekdays before 6 pm £8.50 per hour
Weekdays after 6pm £10 per hour
Weekends £12.50 per hour

Non Residents:
Weekdays before 6 pm £10.50
Weekdays after 6 pm £12.00
Weekends £15 per hour
Weddings and New Years Eve will be £100.

A deposit of £150 which will be banked and returned after hall has been checked for damage will be taken from all future hirers. This applies to both residents and non residents.

Excluded from these rates are the Bowls Cub, Friendship Club and W.I. These will remain the same as long time hirers.

6 a Linda to contact Cleaner Mr John Monk to ascertain when he cleans the hall and what he cleans. Findings to be discussed on next Agenda.

6 b Anna suggested the hall diary was brought to future meetings so bookings etc. could be checked if necessary.

6 c New hall agreement to be drawn up. Jane to look at drafting this. Copy of similar given to her as example. To be looked at next meeting.

7) Treasurers Report

- Vertidrain remaining half payment to be paid
- £219.05 money from carol concert banked
- Two party bookings banked
- £400 Oil money to be paid
- School New Year Party to be banked
- £300 cleaning money paid

On her monthly report Nicola stressed 2008 needed to be a much more profitable year and changed had to be made quickly to enable us to keep ahead of inflation. She recommended promoting the services of the hall more extensively as other villages do.

- A forecast sheet had been drawn up to enable us to see what we could expect the expenditure to be during the coming financial year. It was obvious we needed at least £4000 to come in to break even with outgoings.
- Gary agreed to seek some sources of grant monies. Braintree District Council was suggested.
- Another quote for insurance should be sought as present seems very high.

9) Any Other Business

Purchase of new set of gang mowers needed. We need to look into how these could be paid for. A list of future spending needs to be prepared in priority order.

Date of Next Meeting

13th February 2008 at 7.30pm at Anna Brunskill home. Arcacia Cottage, Shalford Green, Essex CM7 5AZ

Meeting closed 9.45 pm

Signed, . Date