

# **SHALFORD VILLAGE HALL MANAGEMENT COMMITTEE**

## **MINUTES OF MEETING HELD 7<sup>th</sup> DECEMBER 2011**

**PRESENT:** Colin Golding (Chairman) Linda Golding (Secretary), Ian Butcher, Jane Mills (Treasurer), Duggie Turner, Andrew Hull

### **1) Apologies for Absence**

Nicola Walton and David Eversden. Pam Lee was also absent from meeting

### **2) Minutes of Last Meeting**

The minutes from meeting held on the 26<sup>th</sup> October 2011 were agreed and signed by the Chairman.

### **3) Correspondence**

Nothing received

### **4) Quiz Night Report**

Held on the 12<sup>th</sup> November. The Treasurer advised the meeting the evening made £292 Profit. It was hoped another one could be held same time next year. It appeared everyone had enjoyed the evening.

### **5) Treasurers Report**

The Treasurer referred members to Balance Sheet dated 7<sup>th</sup> December. The Balance was in credit by £11,000 which included the £4,500 received from the Parish Council. The interest from the roof fund monies to be looked into.

Water was being monitored following the decision made at the last meetings to carry out regular readings.

### **6) Facilities Maintenance**

- It was agreed for the kitchen oven to be professionally cleaned
- Colin to chase line marker wash bottle
- Oil: Checked tank to be half full. Agreed to fill it up as bad weather time approaching and we do not want to run out as happened last year
- Tennis Court. Straining wire at bottom needs replacing – Andrew to action
- Drain along side hall needs attention
- Storage area needs sorting

- Checklist for lighting received from Ian
- Hall check list received and check to be instigated

## **7) Hall Lettings**

The Booking Clerk was not in attendance so no report

## **8) Jubilee Meeting Report**

Next meeting due on the 14<sup>th</sup> December – Andrew attending

## **9) Any Other business**

New oil tank quote should be on its way.

Colin had looked into being VAT Registered but whilst we could claim back VAT on expenditure we would also have to charge VAT on all lettings which would mean putting charges up by 20%.

## **10) Date of Next Meeting**      8<sup>th</sup> February 2012 at 7.30 pm

Meeting closed at 8.45 pm

Signed.....

Date.....