

SHALFORD VILLAGE HALL MANAGEMENT COMMITTEE

MINUTES OF MEETING HELD 23rd April 2014

Present: Colin Golding (Chairman) Linda Golding (Secretary) Jane Mills (Treasurer), Nicola Walton (Booking Clerk) Andrew Hull (Vice Chairman), Duggie Turner, Vic Goodey, Ian Butcher, Gillian Askew

1) APOLOGIES FOR ABSENCE

All present

2) MINUTES

Minutes of the meeting held on the 13th March 2014 were agreed and signed by the Chairman.

3 SIGNING OF ACCEPTANCE OF OFFER FORMS

Deferred to next meeting as forms not available for signature

4) CORRESPONDENCE

Letter from St Andrews Church – no action to be taken

5) TREASURERS REPORT

The Treasurer had tabled a report dated 23RD April 2014. The bank balance at the end of the year was £14,427.23.

The end of year audit had taken place and the accounts had been signed off. It was agreed some flowers should be sent to the auditor with our thanks.

The Auditor had recommended that invoices should be sent for all monies due to us and receipts be issued. Also any cash received had a double signature on receipt.

6) FACILITIES MAINTENANCE

- Condensation in windows and door in rear lobby – no action at present
- Concrete and render outside to rear - no action at present
- Field Maintenance £1100 – agreed
- 3 quotes for fence received – Andrew to report to Parish Council

7) HALL LETTINGS

Nicola reported forthcoming bookings now in the diary.

8) FUTURE EVENTS

TOUR DE FRANCE Chairman to attend meeting in Braintree on the 1st May. Item for next agenda.

CRICKET DAY

Still going ahead Ian and Andrew progressing this.

FETE

Hopefully the new working group will take control of this.

ANY OTHER BUSINESS

None

THE DATE OF THE NEXT MEETING

Next Meeting 14th May 2014 7.30

The Chairman closed the meeting at 9.30

Signed.....

Date.....