

Winsford Village Hall

Minutes of the WVH AGM & committee meeting held on Tuesday 22nd April 2014 at
7.00pm

Present

Sue Hayes (SH) Chairman and Booking Secretary
Sara Hooley (SJH)
Steve Hunt (SAH)
Robin Lockwood (RL)
Ian Whybrow (IW)
Dave Williams (DW)

1. **Apologies:-** John Titcombe (JT)

2. **Apology from the Secretary**

SAH apologised for the mistake in the minutes of the meeting of 28/01/14 regarding the date of the next meeting. It should have read 22/04/14 and not 28/04/14.

3. **Report and Financial Statements**

(Confidential to WVH Committee Members only)

Whilst waiting for members of the public to arrive, DW commented that he had only two replies to his e-mail regarding the availability of the Stoggymen for a future event and they were now booked for the dates proposed. This prompted a debate regarding the preferred method of communication between WVH Committee members. It was agreed that if anyone did not prefer for this to be by e-mail, then other members would please use other appropriate means (e.g. by phone) to communicate with such members. SH requested that this be done in her case.

At 7.30pm the meeting was opened to the public – but regrettably there were no attendees and therefore no welcome was necessary.

4. **Summary of WVH 2013/14**

SH gave a summary of all the major users of WVH and advised of a new user (the over 50s keep fit group on Friday mornings). Regrettably the Pilates group had stopped using the VH, due to the lack of support. SH also advised of various ad hoc events – coffee mornings, craft fairs, birthday parties etc. The local Hunt had held a cinema evening and fashion show. Thanks were given to all who helped. The fish & chip wagon continues to use the electricity supply from the VH and pays £xxx per week for the service. The annual village fete was very successful – thanks were given to all who helped. 2014's fete is on August 9th. The Somerset Touring Opera gave a rendition of HMS Pinafore, which proved to be an enjoyable evening. IW reported that the proceeds were £xxx. Split x/y with STO,

gave £xxx to WVH which, after the costs of providing drinks and obtaining the liquor licence, gave a profit of £xxx. Again thanks were given to all who helped.

5. **Approval of Minutes.**

The minutes of the meeting held on 28th January 2014 were approved (noting the comment in item 2 above) and were duly signed by SH (as were the minutes of the meeting of 17th September 2013).

6. **Matters arising**

Signing of Minutes - see item 5 above.

Item closed

Signage on chairs. RL reported that most had been done and the rest would be completed as they are used.

Action RL to report when complete

Sash Windows. SAH reported he was waiting for further input from Exmoor Park. **Action SAH to provide a further update at next meeting.**

Field rental - agreement signed and money received.

Item closed

Activity Schedule - see item 10 below

Advertising in Across Exmoor - now arranged.

Item closed

Stoggymen - see above

Item closed

Fete – notice in Parish Magazine - arranged for June & July

Item closed

Legal capacity of WVH - confirmed (after the meeting) as 197 for a closely seated audience, 166 when used for dancing, 82 when seating is provided at tables & 98 when used for dancing and seating is also provided at tables. Note the above totals are for **all** persons on site. **Action SAH to include in the re-write of the WVH hire terms.**

Charity Commission return - SAH has completed for 2013, together with an update of the trustee list. **Item closed**

7. **Treasurer's Report** – see item 3 above.

8. **Secretary's report**

SAH advised that most items had been covered in item 6 above. He added that with regard to the return made to the Performing Rights Society, no further correspondence had been received. Further, following the return of the Request for Information by the Value Office Agency, the Council Tax demand for WVH had remained at zero for 2014/15. SAH had been approached by Jan Faulkner regarding whether WVH would support archive material being centrally stored with other organisations in the village. SH agreed to talk with her. **Action SH**

9. **Website update & Marketing**

Despite resigning from the Committee, Nikki Peskett has volunteered to help with this activity.

10. **Activity Schedule**

At the last meeting SAH suggested that the Activity Schedule should be reviewed and updated. He offered to produce a draft for discussion at this meeting. Copies were circulated to members and various suggestions were made for change. SAH will incorporate these into a revised draft and circulate for further comment. It was agreed when finalised, this item will be reviewed and updated at all committee meetings.

Action SAH to circulate revised draft

It was agreed that all of WVH's important documents should be kept in a fireproof box (preferably one with a key rather than a combination).

Action SAH to procure

11. Future events

With the unavailability of the Stoggymen, we have no major event planned for the autumn. It was however agreed to ask the Somerset Touring Opera to come back again next year.

Action SJH

12. 2014 Show & Fete (09/08/14).

The next planning meeting will be in the WVH on 03/06/14 at 7.30pm.

13. AOB

SJH indicated that she would be happy to stand on the committee for another year, but after that would be stepping down.

14. Retirement of WVH Committee members and appointments.

All the members of the committee resigned and were all duly re-elected to their previous positions.

15. Date of next meeting

24/06/14 at 7.30pm, with the following meeting "pencilled in" for 16/09/14.

The meeting closed at 9pm.

Steve Hunt - Secretary