
Dadlington Village Hall Management Committee

MINUTES OF MEETING HELD 12th January 2017

Present:

Phil Kiteley (chair), Sam Johnson, Jacqui Morton (treasurer), Michael Dix, Sally-Ann Faulks, Keith Morton, Rachel Rees-Jones (secretary), Simon Rees-Jones, Steve Wright.

1. Apologies

John Whitehead, David Sandall (advisory Committee member only)

David has also advised us that as he is leaving the village he will no longer be attending meetings. Rachel has already written to thank him for his support and advice to the committee.

2. Minutes of meeting held on 3rd November 2016

Accepted with no amendments

3. Issues arising from the minutes

All are agenda items

4. Correspondence/Communications – Rachel

a. Stoke Golding Charity Sleigh. A donation has been sent of £300 to be used for the maintenance of the village hall. Letter of thanks to be sent. **ACTION RACHEL**

b. HBBC. The hall has been booked for Polling on May 4th. to be opened up at 6.15am and closed at 10.15pm. Rachel and Simon offered to do both of these on this occasion.

c. Sandra McDonald has sent a donation of £100. Jacqui has written and thanked her.

5. Financial report – Jacqui

a. Current balance is £14673.25 as at 11/01/2017

b. Annual accounts presented to the committee and a detailed explanation given.

Balance at the end of the year;

£1846.09 in C/A and £13765.88 in the savings account.

Jacqui and Diane thanked for their hard work in preparing the accounts.

6. Cleaning update

The new cleaner (Harvey) is working very well 1 to 1 ¼ hour per week.

Sally Ann thanked for sorting this out.

7. The Village Hall development – Phil

a. Work has started on the extension within the 3 year planning time limit.

This means there is no time limit now on completing it. The base construction is almost complete and a visit has been carried out by the Buildings Inspector.

- b. The subgroup has met re grant funding.

A grant application is to be submitted for the Parish Initiative Grant and will include:

New heating, baby changing facilities, high level storage, new stacking chairs, film projector.

It was also agreed to add the quotes for the complete extension to the application.

Quotes to be obtained for building, carpentry, electrics and curtains and application submitted.

ACTION SUB GROUP

Grant application deadline is Feb 3rd2017.

Decision by HBBC by end June 2017.

Grants to be claimed by end Feb 2018.

- c. Diane is investigating the addition of VAT and if this can be zero rated as the village hall is a charity.

ACTION DIANE

8. Event feedback

Christmas Lights Switch on. £140 raised. A real community event.

9. Event Planning – all

- a. Saturday January 21st – Quiz. £8.50 a ticket. Sausages and mash supper followed by gateaux.

Keith – bar and stock taking

Simon – prizes

All – bring raffle prizes on the night

- b. Early Spring Ball – Saturday March 18th

£17.50 per person

Free glass of prosecco on entry

Dean Thomas for live music

50 people max

Black tie.

7pm start

Sally Ann to coordinate tickets.

- c. May 20th – Murder Mystery Night. Ploughman's supper

ACTION SALLY ANN

10. Village Hall Sign.

Quote from Sign Wizard of £494 + VAT for sign.

Committee agreed to defer until a decision is received on the grant application.

11. AOB

None

12. Date of next meeting

Thursday March 2nd 7pm at the Village Hall

13. Agenda items

Grant application

Event planning for the rest of the year

Meeting closed at 8.25pm

Charity Registration Number: 702918

Postscript to meeting

Email from Phil Kltely (Chair) on January 17th 2017

Following a discussion with Colin Burton, the builder, he has advised that it would be prudent not to have the base of the extension exposed for a length of time as we originally intended. He has indicated that he would be prepared to complete the structure including external walls and roof for approximately £7-8000.

He also said that he would be willing to forego payment until such time as the committee have the necessary funds available.

Clearly we already have sufficient funds which may well be augmented if we are successful in obtaining the grant aid which we are currently applying for. Although this represents a departure from our original plans this does seem to be a viable way forward which would ensure the weatherproofing of the building works carried out.

I have asked Colin Burton to provide a definite estimate for completing the structure but based upon his initial estimate the financial situation would be as follows -

<i>Cost of the base</i>	<i>£4,200</i>
<i>Cost of completing structure</i>	<i>£7-8,000</i>

This potential expenditure would leave £2-3,000 operational costs still available in the village hall funds. Rather than organise a special meeting I am issuing this e-mail seeking your views and opinions as a matter of urgency so that I can inform Colin Burton of our decision. If you require further information please let me know.

Responses received from committee members.

Following email from Phil Kltely on January 21st 2017:

Hi everyone. Thanks for responding quickly to my previous email. Everyone who responded is in favour of carrying on from the base and building the structure. This is a majority of committee members and I have accordingly instructed Colin Burton to carry on.

21/01/2017