

TACKLEY VILLAGE HALL
MANAGEMENT COMMITTEE MEETING

20 April 2017

Present : Barbara Vaughan (Chair), Doreen Havord, Katie Hofman, Matt Ollman, Mike Willemite.

Apologies : Mike Bishop, Bill Denver, Jan Grimwood, Pat Rolfe, Les Summers.

1. Minutes of previous meeting

The Minutes were approved by BV and seconded by MO.

2. Matters arising

- a. Tables – an additional 4 have been bought, but so far we have not received an invoice. 2 are slightly damaged. BV will chase up the invoice.
- b. The picture hooks are now up after the decorations, thanks to MO and Deb.
- c. Joel Walker has looked at the kitchen urn, and suggests a bigger handle is needed. Neither he nor BV could find the stopcock. It was agreed to ask him to put an isolator on the kitchen water.
- d. Joel has also mended the coffee shop loo (again) and the toilets in the hall and changing room.

3. Finance

MW reported that there is £5214.03 in the bank account and the invoice from Joel Walker is outstanding. Provision for payment of the repair to the GroundSource heat pump is reflected in the accounts. There is a 3 year guarantee on the pump.

Alan Diver has completed the Gift Aid application and +/- £700.00 has gone into the account.

BV reported that some donations have been offered towards the cost of the heat pump repair. Alan's suggestion of a request for donations was discussed, and MO suggested that BV will liaise with Alan to discuss best way of alerting people to this option.

Rob has been asked to quote for altering the radiators, and BV will approach Toe2 for funding for this.

BV has asked Rob to draw up a maintenance contract. The priority when he comes back from holiday is the submission to Ofgem.

4. Housekeeping

The heating in the Committee Room should be sorted out with the ground source pump.

5. Fundraising

- a. Gus night is booked for 6 May. KH to help with food, MO to help with the bar until +/-9pm.
- b. The pop-up pub is going to open on 19 May, with support and approval from Martin at the Gardiner Arms. The deal is that the pub will supply the drinks, and we will supply the venue and the staff. 25% of the gross profit will go to the Hall. If we supply the food, it will be our responsibility, cost and profit. Martin asked if he could have access to the bar as the stock will be his property, but there is an issue with security and the fob, as we have no extra fobs. Martin will provide a wireless card reader.

MO will liaise with the pub and put up a rota for helpers.

MW raised the issue of free drinks for the helpers and noted that this will diminish the profits. This should be raised with Martin, as he will know what has been consumed and what has been paid for, as he is providing the drinks and the float. If the drinks are not all accounted for, it will be to the detriment of both the pub and the Hall.

- c. There are two parties – the one on Easter Monday only took £40, but there is a birthday party on 13 May, for which the Hall is providing the pub.

6. AOB

MO enquired where the tent is to be put up for the Horse and Pony Show on Sunday, as the venue has changed. It is going to be held at Park Farm.

MW reported that MB has agreed to become self-employed for purposes of working at the Hall.

BV reported that a metal clip that holds up the bar was broken off on Monday, and she has ordered a new clip online for +/-£6.00

Date of next meeting : 18 May 2017.

The meeting closed at 19.05

Addendum :BV has consulted Charity Commission re TVH minutes. We are only required to publish our AGM minutes annually as this is in the constitution but nothing else. After discussion with those concerned including June at TPC it is suggested that distribution be made on our own website only.