

TACKLEY VILLAGE MEMORIAL HALL
MANAGEMENT COMMITTEE MEETING

22 May 2018

Present: Barbara Vaughan (Chair), Jan Grimwood, Doreen Havord, Katie Hofman, Pat Rolfe, Les Summers, Mike Willemite.

Apologies : Marj Bolton

1. Minutes of previous meeting

Proposed by LAS and seconded by DH.

1. Matters arising

- i. Lowe & Oliver have completed the electrical work but the invoice is still to be received. The hand driers were tested and there is a switch underneath them. They seemed to be giving off some heat.
- ii. The PAT testing was on hold until Lowe & Oliver had completed. Dane Walker will finish.
- iii. Bulbs were replaced where needed and MB has bought spares and been paid.
- iv. The dance went really well. LAS showed photographs from Dawn's party and the dance and it was agreed that LAS will give BV a memory stick with a few of the photos to be sent to Mary McIntyre for loading onto the web-site.

2. Housekeeping

- i. The wall on the outside has not been repaired – Mel's partner is to be reminded. The Committee will think if there is anyone in the village who may be able to help with DIY. BV will ask Paul Bass if he could help on an ad hoc basis.
- ii. It was reported that the Toddlers Group had noticed ants in the hall leading to the kitchen. It was decided that DH could put down some ant powder.
- iii. MW reported that two tiles had been broken in the bar area. BV advised that there might be some tiles in the cleaning cupboards, and MW will check.
- iv. DH reported that there are mugs missing from the kitchen and BV advised that they may be in the storeroom.

3. Finance

- i. Income over expenditure is £2372 with Lowe & Oliver and Carl still to be paid.

- ii. Thank you letter to Parish Council to be sent - KH.
- iii. MW reported that calculations for the costing of the removable stage are being done and fundraising is in hand. BV will ask Dawn Chambers about this.
- iv. MW reported that Carl has redone the bar area, but his account still has to be paid. The shelves are up and have been restocked and all the glasses are labelled. There is one set of wine glasses, but different sized beer glasses for pints, 500ml and half pints.

4. Fundraising

- i. MW reported that he was struggling to fill the rota with volunteers. BV advised that the pop-up pub may be a good recruitment opportunity. BV can do late Sunday, LAS suggested asking the Walkers, Simon Laughton. Kiwi and Ian might be able to help. MB is doing the bar rota for the pop-up pub. The Scouts can help with the parking, and it has been cleared with the Peakes and Tim Cartwright. KH asked about mud and was advised that the area is well grassed. Rob Marshall to liaise with Martin at the pub about timings.
- ii. The Meat Joint may be able to provide reduced-cost meat for the pop-up pub.

5. AOB

- i. LAS advised that the hall and shop sign will be removed and re-sited at the expense of Externiture. He provided two quotes for artwork and production, and it was agreed to use AMPM's quote. LAS will discuss finer details with Pierre.
- ii. LAS showed the Committee the logos he had designed, and it was agreed that the third one was an excellent choice. BV advised that she would like to show the Village Shop Committee, and MW suggested that the Parish Council should be shown before the sign goes public. It was agreed that BV would show June Collier the design on an informal basis – as Chair to Chair.
- iii. BV reported that she was of the opinion that the changes in the licensing policy for alcohol would not affect the Hall
- iv. GDPR – BV reported that WD has amended the Hall booking form. It was noted that MW has email addresses for invoicing, and it must be checked that he is compliant. KH advised on the option of using the generic tackley-village.co.uk domain name for emails. BV undertook to investigate and KH undertook to provide a summary to the Committee.
- v. Eileen and MW would help to clear the container.

Date of next meeting : Tuesday 26th June at 18h30.

There being no further business, the meeting closed at 19.20