

# Meeting of the Tackley Village Hall Management Committee held on 2<sup>nd</sup> November 2005, at 8.00pm

|                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |  |                     |
|-----------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|---------------------|
| Present:                    | Geoff Chambers (GC)(Chair), Sue Kavanagh (SK), Pat Rolfe (PR), Peter Hobden (PH), Tony Harrison (TH), Jane Rolfe, Barbara Vaughan (BV), Robin Gibbons (RG), Anthony Bryceson (AB), Cyril Bell (CB), Sarah Gibbons (SG), Sian Hills (SH).                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |  |                     |
| Apologies                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |  |                     |
| Minutes of the last Meeting | These were read and agreed as being a true record of the meeting.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |  |                     |
| Agenda Point                | Discussion                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |  | Action required by: |
|                             | Cyril Bell conveyed his apologies to the Committee, but he would be retiring due to ill health.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |  |                     |
| Matters Arising             | <p><b>Position of new Treasurer.</b></p> <p>Barbie Vaughan has agreed to be the Treasurer and Jane Rolfe will assist with the book keeping. BV congratulated Sian Hills on the good job she has done as Treasurer, she said the accounts have been very easy to read.</p> <p><b>Final Accounts</b></p> <p>Dave Edwards has approved the final accounts and they have been sent off to the Charity Commission together with the Trustees Annual report and the Review for the year. Keith Cross will continue to arrange the Caretakers salary, but as he is examining the books next year the Committee will need a new nominated person, to avoid conflicting interests. Committee thanked KC for the work done.</p> <p><b>Teenage Friday Evenings</b></p> <p>Five turned up at the last evening. Pat Rolfe reports that she and Sarah will continue on a fortnightly basis.</p> <p><b>Licensing Course.</b></p> <p>Geoff Chambers and Anthony Bryceson attended the licensing course and now await their results. There are a number of issues surrounding responsibility and accountability and this is to be discussed next month.</p> |  | Agenda item         |

# Meeting of the Tackley Village Hall Management Committee held on 2<sup>nd</sup> November 2005, at 8.00pm

|                                              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                          |
|----------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------|
| <u>Treasurer's Report</u>                    | <p>BV has just returned from holiday and has not had chance to look at accounts. A report will be given next month.</p> <p>The Black and White disco raised £540 for the village hall funds. A letter of thanks has gone to Judy Mair and her team of helpers.</p> <p>The half term bill has been sent to the Drama school. The invoice is for £630, and a further £700 will be due for the second half of the term.</p> <p>The Tackley Calendar will go on sale at the village shop, hopefully on Friday, 4<sup>th</sup> November.</p>                                | Monthly update required by new treasurer |
| <u>Tackley Village Hall Development Fund</u> | <p>JG was not available to make this report. BV reported that we are still waiting on the Charity Commission in order to be able to finalise the bills for the architects. The final closure for the build account has now gone through the Parish Council. A fuller report will be available next month as BV did not have figures to hand.</p>                                                                                                                                                                                                                       | JG/BV to report back to Committee        |
| <u>Marketing Report</u>                      | <p>Jane Rolfe reported that a family disco had been booked for the <b>November 26<sup>th</sup>, 7.30 - 11.30pm.</b> 'In-house' drinks' will be available and all tickets will be £2.50 per person. Fundraising will be for new tables. Am/pm are producing fliers and posters which will be distributed throughout the village. Committee members will be allocated streets to distribute fliers. GC, PR and JR will be ticket sellers. Help is need on the night:-</p> <ul style="list-style-type: none"> <li>♦ 2 on the bar</li> <li>♦ 1/2 in the kitchen</li> </ul> |                                          |

# Meeting of the Tackley Village Hall Management Committee held on 2nd November 2005, at 8.00pm

| Marketing Report cont... | <ul style="list-style-type: none"> <li>♦ 1 on the door</li> <li>♦ setting up</li> <li>♦ clearing up</li> </ul> <p>So far AB and PR have volunteered for part of the evening. JR and PB will set up. Other help is needed. GC, SK and SH will be absent, but have volunteered to help with shopping etc.</p>                                                                                                                                                                                                                                                                                                                                                        | All Committee to help in distribution of fliers and in running the event. |
|--------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------|
| Housekeeping             | <ul style="list-style-type: none"> <li>♦ The clear up day went well and a huge amount was achieved.</li> <li>♦ Shelves will now be put up in the cloakroom area for storage.</li> <li>♦ The flagstones are lifting on one side of the building, which appears to be due to a lack of soakaway by the down pipe. John Cooke is either going to investigate further and then possibly contact the builders, depending on the results.</li> <li>♦ RG asked whether Michael Bishop was clearing the mushroom bin in the play area, which the PC thought he had agreed to do. He should have a key. No one on the Committee knew the situation. GC to check.</li> </ul> |                                                                           |
| Any Other Business       | <ul style="list-style-type: none"> <li>♦ JR reported that the Keep fit had now moved from Tuesday at 12 noon to Tuesday at 9.30am.</li> <li>♦ There are plans to fence in the children's play area. RG agreed that the plans had been favourably received by the PC.</li> <li>♦ BV said that due to the amount of breakins the damaged window would be blocked up rather than replaced. A security gate was going across the shop.</li> </ul>                                                                                                                                                                                                                      |                                                                           |
| 1. Date of next Meeting  | The next meeting of the Tackley Village Hall Management Committee will be held on Wednesday 7 December 2005 at 8.00pm                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                                           |

*Royce*  
7. Dec. 2005.