

**Postbridge Village Hall Committee Meeting
18th October 2016**

Members Present

Annabel Caunter, Lynnette Lloyd, Jackie Gee, John Churchley, Julian Greatex, Sue Hammett, Paul Hammett, Steve Arrowsmith-Brown, Tessa Arrowsmith-Brown, Steph Churchley

Apologies

Pat Audas

Discussion	Action Agreed	By Whom	Date Required
<p>Matters Arising</p> <p>Accounts still to be audited</p> <p>New committee members invited</p> <p>Water Safety Test completed.</p>	<p>To chase Pat Audas to share accounts.</p> <p>Annabel Caunter and Mark Shackleton to join</p>	<p>John Churchley</p> <p>Annabel and Mark</p>	<p>8th Feb 2017</p> <p>Today 8th Feb 2017</p>
<p>Chairman's Report</p> <p>Volunteer Day completed 24th Sept. Sue has written dehumidifier instructions. Individual heater switches labelled. Tea towel shortage. John and Steph leaving committee.</p>	<p>To continue support of village hall website and current projects.</p>	<p>John Churchley</p>	<p>Ongoing</p>
<p>Treasurers Report</p> <p>£6348.24 in cash assets. £990 from village hall hire this year. £600 Phyls Follies Donation received.</p>			
<p>Health and Safety</p> <p>Microwave has been removed and destroyed due to internal flaking paint and metal exposed, causing health risk. John Churchley awaiting confirmation from Morrisons regarding discount on £35 microwave. Second hand microwave donated to Paul Hammett for hall use. Used electrical equipment requires PAT testing before public use and user</p>	<p>For donated microwave to be supplied to hall; to be PAT tested and user manual provided</p>	<p>Paul Hammett</p>	<p>Asap.</p>

<p>manual. Still more cost effective.</p> <p>Kitchen floor has bulged, causing a potential tripping hazard.</p>	To monitor	All	Ongoing
<p>Piano</p> <p>Current piano is unable to be tuned. Geoffrey has sourced new piano for £1200 plus delivery costs and wheels to be added could be <£1500.</p> <p>DNP declined to assist with funding. Widecombe fair will consider assisting from next year's funds.</p> <p>Phyls Follies to donate £700.</p> <p>Lynnette Lloyd offered to sale her piano for £400.</p>	<p>To ask Geoffrey to check over Lynnette's piano, as first choice.</p> <p>Alternatively, village hall to match £700 to purchase piano Geoffrey sourced.</p> <p>Refund split between Phyls Follies and village hall if Widecombe fair contribute.</p> <p>Once in place, use of piano to be advertised on website.</p>	<p>Paul Hammett</p> <p>John Churchley</p>	<p>Asap.</p> <p>8th Feb 2017</p>
<p>Stage Curtains</p> <p>Still awaiting quote for refurbishment. In light of piano expenditure, Phyls Follies are putting curtains on hold until next year.</p>	To put on hold until next year.	PVH Committee	April 2017
<p>Tiling of Toilets</p> <p>Ladies tiling needs completing, needs 2 people to remove cistern to tile. Hall has been in use, wall in ladies wet and awaiting Bob's time.</p>	<p>To invite Bob back to tile.</p> <p>To gift bottle of whiskey to Bob as thanks for tiling gents.</p> <p>To arrange tiler, up to £450 to finish project.</p>	<p>John Churchley</p> <p>John Churchley</p>	<p>Asap</p> <p>Dec 2016</p>
<p>Outdoor Plans</p> <p>Final granite step has been sourced and very generously donated anonymously to the hall.</p>	<p>To be fitted onto steps</p> <p>Once fitted to liaise with Lynnette to meet health and safety standards</p> <p>To sell Patio slabs if able. Otherwise set onto gravel further back.</p>	<p>Frank Martin or Kenny Watson</p> <p>John Churchley</p> <p>John Churchley</p>	<p>Asap.</p> <p>Asap.</p> <p>Dec 2016</p>

Daffodil bulbs on roadside	Bulbs to be planted	Julian and Val Greatex	8 th Feb 2017
Pinboard Community not aware of what the board is for and no photos added. Paul to lead as agreed May 2016.	Sign to be added to board. Sue Murphy to be contacted for photographs.	Paul Hammett.	8 th Feb 2017
Bookings Update Bookings going well and being taken into next year already. Yoga every Friday gaining positive feedback	Yoga Friday at 7pm £5 each. £5 for use of hall	Sue and Jackie	ongoing
Future Events Quiz evening 22 nd October – only 19 bookings confirmed. Some more known to be attending but not confirmed bookings. Christmas Tree Festival and Christmas Fayre to be held 11 th Dec 11am to 6pm. Break for Carols in the Church then 7-8pm shared supper. Adam has kindly agreed to help again. Need to be more decisive on information given to locals/businesses providing and decorating the trees. Christmas Whist Drive	Quiz to be postponed. To email and confirm with Adam Lloyd and Sue Martin To put up signs Notice to be put in Parish link To help organise and ‘man’ the day. Committee to provide food towards buffet.	Committee Paul Hammett Adam Lloyd Sue Hammett Adam, Lynette, Jackie, Annabel, Sue Committee	?14 th Feb 2017 Asap Asap Asap 11 th Dec 2016 20 th December 2016
AOB Contact forms currently sent to Steph and Jackie from website. Steph now left committee. Stephen Earp, landlord of Royal Oak, Meavy offering Chairs and cushions	To receive future contact forms Not needed, to politely decline offer.	Paul Hammett Tessa Arrowsmith - Brown	Ongoing Asap

Next Committee Meeting
Wed 8th February 2017
7.30pm