

Cowfold Village Hall Management Committee

Minutes of Meeting

Held in the Village Hall on Thursday 12th October 2017 at 1900

Present

John Chamberlin (Chairman), Kay Blackwell (Treasurer), Eileen Precious (Horticultural Society), Debbie Miles (British Legion Women's Section), Dawn Jelley (St Peters Church), Linda Sowton (Welcome Club), Jenny Baldwin (Elected Member), Pat Parsons (WI), Adamo Bartello (representing Weald Community Church), and David Precious (Secretary and Cowfold Football Club).

Also in attendance: Geoff Case

Apologies / Absent

Joan Baterip (Bowls Club), Gill Martin (Cowfold Parish Council), Barry Sowton (Bridge Club) and Steve Miles (British Legion Men's Section).

Welcome

Both Geoff and Adamo were welcomed to the meeting.

Minutes of last Meeting (held on 13th July 2017)

Agreed and signed as correct by the Chairman.

Matters Arising

- a) Replacement of fluorescent strip lights - all the non-functioning ones are soon being replaced.
- b) Additional electrical wall sockets - the electrician, Roy Harwood, is being asked to provide a quotation for this work which will hopefully be completed before the next Meeting.
- c) The possibility that the Village Hall charity might become a corporate body will be carried forward for future consideration. **ACTION: DAVID**
- d) Future Vacancy - Treasurer. See later in this Minute.
- e) Vacancy - Auditor. This will need addressing early in the New Year. **ACTION: JOHN**

Treasurer's Report

Kay had sent us, electronically, the customary detailed Statement of Accounts for the three-month period to end September. These were accompanied by explanatory notes with the key points being:

- a) Overall hire income of £12k has been boosted by the play "No Finer Life".
- b) Overall expenditure includes final payments for the replacement kitchen and the new stage curtains.
- c) The overall kitchen cost was £32k, of which the bequest covered £24k leaving a deficit of £8k which was met from Village Hall funds.
- d) In memory of the bequest it was agreed to name it "Mo's kitchen" and a plaque, and possibly a clock, will be mounted in honour. Dawn will kindly arrange some publicity so that future users are reminded of our benefactor. **ACTION: DAWN**
- e) A summary of the nine months' financial activity to 30/9/17 was also provided, showing a small loss of £730. However, in the period, £11,500 of renovation projects have been funded.
- f) The bank reconciliation statement shows the provision of £5k towards the new "Pavilion".

The Committee thanked Kay for the accounts.

Position of Treasurer

At this point Geoff Case was asked if he was willing to accept the future role of Treasurer - (effective from 1st January next year) - this he kindly accepted and the formalities will take place at the AGM on 1st March 2018. Geoff and Kay will meet to commence the hand-over.

Thanks, were expressed to Geoff.

ACTION: KAY

Correspondence

There was none to discuss.

Play - "No Finer Life"

This production took place in the Village Hall on Sunday evening 24th September and was agreed by all as a great success - points of interest are:

- a) Approximately 140 attended - a very good number.
- b) Based on this experience it is felt that the seating capacity for the Hall is about 160, although we are licensed for 200.

- c) The bar was popular and produced a welcome profit - the bar was positioned at the rear of the Hall which worked well although it could also be sited in the Reading Room.
- d) The production was excellent and ticket prices were considered correct.
- e) Some of the audience travelled from well beyond Cowfold and it is believed a favourable impression was gained of our village.
- f) If possible something similar, on an annual basis, should be considered.

All in all, an excellent event and thanks to everyone for their individual and collective efforts.

Village Hall Renovation Programme

- a) Stage curtains are finished.
- b) Kitchen work is almost finished - locks will be fitted to various cupboards. The dishwasher is proving to be a success.
- c) A discussion took place on the passageway which is looking a bit forlorn and in need of attention by way of wood lightening and painting of walls. Agreed that, for financial reasons, the main work should not be considered until 2018 but if it is possible, at minimal cost, to tidy up/ paint the plaster board then this work can be commissioned.

ACTION: JOHN and KAY

- d) Mention was made of the recent formation of the Cowfold Volunteer Group and it was wondered if that body might be able to consider a couple of Village Hall related tasks, these being: 1) spring cleaning in the Reading Room by way of washing down paintwork, repairing cushion straps and the like and 2) tidying up the Memorial garden at the westerly end of the Hall. By copy of these Minutes to Gill it would be appreciated if this can be investigated.

ACTION: GILL

Pavilion Status

We will all be aware that the building work is proceeding and progress can be seen. The Parish Council have been advised that our Committee will not take on the future role of managing the new building - this was agreed by all present. At the same time, it is hoped that we will be able to nominate a representative to be a member of whatever future Committee manages the Pavilion.

It is believed that it will be of mutual benefit to both the Village Hall and the Pavilion if there is a sharing of best practice, and there will not be a conflict of interest between these two village amenities.

ACTION: JOHN and DAVID

Any Other Business

- a) It was reported that the Bowls Group have given up evening hire and thus there are now some gaps in the booking diary - we must encourage new users.
- b) The Weald Community Church will advise us whether Julie or Adamo will be their future representative.

ACTION: JULIE

The Meeting Closed at 2000, with everyone being thanked for their attendance. Future meetings will be held at 1900 hours on Thursday 18th January 2018 with the AGM taking place on Thursday 1st March 2018, again in the Main Hall of the Village Hall.

JDP, October 2017