

Cowfold Village Hall Management Committee

Minutes of Ordinary Meeting in the Village Hall on 1st March 2018 at 19.50hrs

Present

John Chamberlin (Chairman), Barry Sowton (Bridge Club), Linda Sowton (Welcome Club), Eileen Precious (Horticultural Society), Dawn Jelley (St Peters Church) and David Precious (Secretary and Cowfold Football Club). Kay Blackwell was in attendance.

Apologies / Absent

Geoff Case (Treasurer and British Legion Men's Section), Jenny Baldwin (Elected Member), Pat Parsons (WI), Joan Baterip (Bowls Club), Debbie Miles (British Legion Women's Section), Pat Parsons (WI), and Julie De Jager (Weald Community Church).

Election of Chairman

John was proposed by David, seconded by Dawn and carried unanimously - John is therefore elected as Chairman. In thanking members, John advised that he wished to place on record this will be his last year on the Committee - this was greeted by dismay (and concern).

Election of officers - this was as follows:

=> Treasurer - Geoff was proposed by John and seconded by Barry.

=> Secretary - David was proposed by Eileen and seconded by Linda.

=> Vice-Chairman - Barry was proposed by David and seconded by John.

All were carried unanimously and thus confirmed in their positions. Except for Kay Blackwell and Steve Miles (both who have stood down) the Committee was re-elected en-bloc. There is a vacancy for one further elected member.

It is recorded that the Finance Committee comprises the Treasurer, the Chairman and the Vice-Chairman.

Minutes of Last Meeting (18th January 2018)

These were accepted as correct by all present and signed by the Chairman.

Matters Arising

Several items were covered:

- ⇒ As reported at the recent AGM, ALB in Farren Court is the auditor that has been appointed for the 2017 accounts. Gill Martin has said she would be willing to audit future accounts.
- ⇒ The long ladders have now been correctly stowed under the stage and, in this position, do not pose any hazard - this has been confirmed by the Weald Community Church.
- ⇒ The outside light is still to be repaired.

Treasurer's Report / Bank signatories

The Treasurers Report was fully reported at the recent AGM / it is also recorded that the Finance Committee are the approved Bank signatories.

Village Hall Renovation Programme

This had been discussed at the recent AGM - and a separate report has been included in the Minutes of that meeting - in summary there are two phases:

- ⇒ General improvements / modernisation to the Ladies toilets - at an estimated cost of £6500 + VAT (another quotation is required). This was proposed by Eileen, seconded by Linda and approved by all.
- ⇒ Renovation of the main passageway and improved roof / ceiling lighting at an estimated cost of £3500 + VAT (another quote is required). This was proposed by David and seconded by Dawn and approved by all.

Note:

- a) A time scale of 4-5 weeks is likely to be required for each project.
- b) If possible, it is hoped to complete both projects in the current financial year.
- c) John also advised that, soon, improved insulation may be needed for the roof of the flat.

John will now progress the work keeping the Committee updated. **ACTION: JOHN**

The Allmond Centre

John gave a brief update of the status - no actions required by our Committee.

Any Other Business

- a) John received approval to purchase two GoPack Trestle tables to replace damaged ones. **ACTION: JOHN**
- b) It was also agreed to pay Jerry Hooper for the oil that he kindly made available during the recent cold spell. **ACTION: JOHN**

c) David reported he had followed up a possible enquiry to hold a "chat show style interview" production in the Village Hall. On enquiry it was not felt appropriate for us. No further action.

The Meeting closed at 20.45hrs with a Chairman's thanks to all with appreciation to Kay - this being her last meeting after more than ten years in office.

Dates for Future Meetings (19.00hrs in the Village Hall) - now changed from Thursdays to Tuesdays)

24th April, 31st July, 30th October and 29th January (2019)

5th March 2019 (AGM)

JDP March 2018