

Buckland Brewer Hall Committee

Minutes of the meeting held on 22 November 2017

Present: Trevor Mills, David Watson, Steve Harding, Kevin Lobb, Dawn Dziurzynski, Barbara Babb, Sam Harding, Marie Douglas, Shirley Tilley, Roger Walter, Richard Watson.

1. Election of Chair

That Roger Walter be elected chair for the year was proposed by Steve, seconded by Marie and agreed. Trevor was thanked for his time as chair and seeing it through to the new hall.

2. Apologies: Tom Lloyd, Lucy Dignam.

3. Minutes of the last meeting

The minutes of the meeting held on 27 September 2017 were agreed as a correct record.

4. Matters arising not otherwise on the agenda:

None.

5. Appointments:

The following nominations were made and agreed unopposed.

<u>Position</u>	<u>Name</u>	<u>Proposed</u>	<u>Seconded</u>
Vice Chair	Trevor Mills	Barbara Babb	Roger Walter
Treasurer	Kevin Lobb	Shirley Tilley	Barbara Babb
Secretary	Steve Harding	Trevor Mills	Richard Watson
Bookings Secretary	Dawn Dziurzynski	Shirley Tilley	Marie Douglas
Project Liaison Officer	Steve Harding	Trevor Mills	Roger Walter
Functions Officer	Dawn Dziurzynski	Roger Walter	Steve Harding

6. Meeting with Buckland Brewer School:

Gina Finch, Head teacher, and Alan Jones, Chair of Governors, attended on behalf of the school. Gina welcomed the new hall and it's siting near the school. They had used it for their end of term concert and were going to use it for their Christmas show. The school is growing; it currently has 52 pupils and is expected to be around 60 next September. This is creating accommodation problems. They had hoped to site a classroom on the new field, but this is prevented by covenants on the land. One of the options that they are considering is to bring the pre-school into the school to create a Foundation Unit. This would mean turning the school hall into a class space and they would then seek to use Buckland Brewer Hall for some school use such as PE. Gina hoped that the school and the hall could work together to achieve an outcome that was satisfactory to all.

Gina requested if it would be possible to come to some arrangement to allow the school to use the hall car park for staff parking and possible parent parking when dropping off and collecting children. The Secretary explained that the committee had been advised that some form of agreement would be necessary to prevent anyone gaining rights over the hall's land. Gina asked if it was possible to produce an agreement without cost. The Secretary agreed to see if that was possible.

Chairman's Initials

7. Correspondence:

The WI have agreed that the money raised from their pudding evening be used to purchase four small tables. A roller skating group from Barnstaple is looking for a new venue. However the committee felt that this would be unsuitable on our flooring. Torridge have requested that we erect a plaque to acknowledge the contribution that they had made towards the purchase of equipment for the hall. They also require that a photo with the local councillor is taken. It was agreed that this should take place in due course. A plaque acknowledging other contributions had previously been agreed. However Dawn needs to check the correct spelling of names before this is produced. A letter had been received from Seldons solicitors informing the committee that the hall had been bequeathed some shares in the will of Bruce Brown. The Secretary had supplied the information requested by Seldons, but had no further information at this time.

8. Treasurer's Report:

The Treasurer had provided a summary of the latest financial position. On the village hall account, all of last year's rental invoices have been paid and the first ones for this year have been issued. Cheques for £415 from the WI pudding evening and £690 from the Fete have been received. We have paid the electricity to EON, the replacement and fitting of new fire extinguishers and a deposit for the window film. The FIT application is now complete and payments will be backdated to July. The first water bill has just been received. The first payments for cleaning have now been made. On the fundraising account we have paid for an advert in the Torrington Crier for the Xmas market and made £136 on the Liberty Sisters event.

Current balances stand at £104,303.34 for the village hall account and £7,834.76 for the fundraising account.

9. New Community Hall:

Dave is still chasing prices for a shipping container for storage. The dishwasher has now been used and it is clear that we need more trays and a cutlery tray. Trevor will check if he has some spare trays and will chase up the additional shelves for the kitchen store. The plate/pasty warmer that we have been using is no longer usable. Investigations will be made into a plate warmer or other suitable options. It was suggested that we look at a food hygiene course.

Intek have provided quotations for sound equipment to link to the speakers. It was agreed to purchase the mixer and a hand held microphone. Most of the car park fencing has been ordered and delivered and the parish council are obtaining the field fencing. The erection work will be carried out in the New Year. Trevor will obtain the trees for the garden.

10. Fundraising & future events:

The Xmas market on 3 December has bookings for 26 stalls. Raffle tickets will be printed by Trevor and Shirley has agreed to sell them. Other requirements and duties were confirmed. Christmas decorations will be required but should be of good quality. Setting up will take place on the Friday afternoon from 2.30pm and from 8am on the Saturday morning, with the market operating from 11 until 3.

Future events planned are Barnstaple Ladies choir and Harmony 4 on 9 March and a Big Brunch on 11 February.

11. Any other business:

It was suggested that as part of the Welcome Pack we should include a voucher for a complimentary ticket for a Hall event to encourage new residents to come to the hall.

12. Date of next meeting: 24 January 2018 unless otherwise arranged.

The meeting closed at 10.08 p.m.

Signed..... Date.....