

Buckland Brewer Hall Committee

Minutes of the meeting held on 27 September 2017

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

1. Apologies: Roger Walter.

2. Appointments

The School have appointed Lucy Dignam in place of Dawn. It was proposed by Dave, seconded by Barbara and unanimously agreed that Dawn be co-opted onto the committee.

3. Minutes of the last meeting

The minutes of the meeting held on 23 August 2017 were agreed as a correct record.

4. Matters arising not otherwise on the agenda:

Dave reported that he had looked at what shipping containers were available. Various options were discussed and he agreed to obtain prices for further consideration.

5. Correspondence:

The WI have written following "Pudding Evening" and suggested that they purchase a much larger fridge. The Parish Council have also offered the balance of the funds that they budgeted for to assist the new hall. After discussing the type of fridge that would be most beneficial it was agreed that we ask the Parish Council to purchase this and that we ask the WI to fund some small tables and possibly the purchase of trees for the area to be landscaped. A rateable value for the new hall has now been assessed by the Valuation Office and consequently we have received a rates bill from Torridge Council. Kevin reported that the Bill for 2016/17 has been reduced to Nil and he is awaiting a revised bill for the current year.

6. Treasurer's Report:

The Treasurer had provided a summary of the latest financial position. On the hall account the payments had been received from Zumba, Bowls and from the school. Payments had been made for the dishwasher, the outside light, cleaning materials and increased insurance. The new hall account had £61.45 from the Cider Stroll. The FIT submission has been made but it could still be some time before it is processed by EON/OFGEM. The contents insurance has been revalued to £25,000 plus Dishwasher @ £4196 and projector @ £2,099. The Bowls Club's equipment is valued at £5,737 and the Skittle Club's equipment @ £2,000.

Dawn reported that she had produced new agreements for all users. However, in view of recent events, she felt that a letter should also be sent reminding users that they must switch off lights and check the building before leaving and that we would charge them for any additional costs if this was not done. This was agreed.

Current balances stand at £104,136.09 for the village hall and £7,622.17 for the New Hall Fund.

7. New Community Hall:

Trevor has obtained an estimate of £873 +Vat for the fencing around the car park and £150 +vat for the hire of a hole-borer. He will obtain an alternative quote to see if it can be cheaper.

Chairman's Initials

In addition concrete will be required to set the posts. It was agreed to proceed with the work. It was also agreed that once this was complete that we proceed with the landscaping work and that we purchase three birch trees.

Steve had investigate the installation of window film to reduce the solar gain from the large window. He provided samples of the film and the cost. It was agreed that the Suncool 70 provided the best option at a cost of £1,092 + Vat. The cost of providing access equipment would be £150 + vat, but Trevor stated that he should be able to obtain this free of charge. The aim was to have the work done during the pre-school half-term. The provision of fold-flat coat hooks would be expensive so it was agreed that we revert to batten and normal hooks.

It had been pointed out that the fire extinguishers are not fixed to the wall. The service is due in the near future so it was agreed that we ask the company to review the provision of fire equipment and fix them in the appropriate position. It was reported that the flush in the disabled toilet is broken and that we request Pearce to look at it.

A recent event had shown that the DVD player cannot be connected to the video projector. It was agreed that we obtain a suitable adaptor. It was also requested to look into the possibility of connecting a microphone to the speaker system without the need to set up the stand alone equipment. Steve agreed to contact Intek regarding the options available.

The new cleaner has taken up the duties and is still determining the ongoing regime. She will purchase the cleaning materials and invoice us as necessary or advise us of any particular requirements. The issue of a floor cleaner was discussed, but the cleaner is happy with the current equipment. A floor cleaner would be hired if needed and the situation kept under review.

8. Fundraising and Future Events:

The Cider Stroll had 20 walkers and was enjoyed by those who undertook the walk. The holding of future Strolls will be kept under review. The High Tea on 15 October with the Liberty Sisters will start at 2.30pm. The cost of tickets is £10 per head and £12 on the door. Other arrangements and needs were discussed. The Postman Poet will take place in November. The Xmas market is receiving enquiries and Torrington Town Band has been booked. Ideas for events next year are being considered and Dawn will contact Beaford Arts. Offers to sing have also been received form a couple of choirs.

9. AGM

The draft agenda was agreed and the event will be advertised.

10. Any other business:

The question of school car-parking was raised and Steve agreed to contact the school. The Fete committee has yet to meet to discuss next year's events. Items belong to the Pre-school that are stored in the kitchen are being used. Coffee has been taken and a mug has been damaged. It was subsequently agreed to offer to replace the items.

11. Date of next meeting: Wednesday 25 October 2017.

The meeting closed at 10.08 p.m.

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