

**Minutes of the Meeting of Winterton-on-Sea Village Hall Committee
Tuesday 20th November 2018 11am Winterton Village Hall**

Present: Chris Barlow (Chairman)
Di Jones
John Allen
Michael Blake
Anne Powles
Ayeshia Hammond Young
Catherine Moore (Parish Clerk)

Also attended: None.

1. Apologies

Apologies for absence were received from Jean Neve and Norman Parcell.

2. Declarations of Interest and Applications for Dispensation

None.

3. Minutes of the Previous Meeting

The minutes of the meeting held on 16th October 2018 were considered. It was noted that Val Green had given her apologies for the meeting. With this amendment the minutes were **agreed** and signed by the Chairman.

4. Update on matters arising from the minutes

- Chris Barlow had received a thank you note from Sarah following the tea before the last meeting.

5. Hall Promotion - Update

Nothing new to report.

6. Finance

a) Receipts, Payments, and Bank Reconciliation

Receipts of £24.00 and payments of £189.07 were made in October 2018. The ring-fenced village hall fund at the end of October was £20,072.33.

b) Accounts for Payment

The following payments were **approved** at the meeting:

V Parker	Cleaning	£55.25
K Jones	Window Cleaning	£11.00
D Jones	Supplies and Materials	£75.52
N Parcell	DIY Supplies	£5.00
P J Dunn	Punch & Judy (Christmas Fayre)	£165.00
	TOTAL	£311.77

c) Update on transfer of accounts

The Clerk reported that the handover of the accounts was complete and requested that the letter to close the account and transfer the funds to Unity Trust be signed.

DJ

d) Budget 2019/20; and Earmarked Reserves

The draft budget was reviewed and **agreed** with a few minor amendments.

The Clerk was asked to check the renewal date on the electricity contract as this was proving costly, and to confirm that the surface water reduction had been applied to the water bill.

Clerk

7. Maintenance and Risk Assessment

a) Regular Maintenance

The water tap had been repaired.

b) Emergency Lighting Options

This would be held over to the next meeting.

Clerk

8. Future Events

a) Salvation Army Collection

The final details of the event were agreed.

b) Christmas Fayre

The Punch and Judy show had been booked at £165 for two shows. Michael Blake was arranging the posters, and final details of the event were agreed.

9. Any Other Business

a) Notice Board

As Norman was not present this was held over to the next month.

Clerk

b) Tin Sheds

It was noted that a request had been received to smarten up the tin sheds ahead of next years 'In Bloom'. Di Jones agreed to get a quote for treating and painting the panels.

DJ

c) Final Comments

- It was noted that lights were being left on overnight in the Hall, Norman would be asked to write to all hirers reminding them to turn them off. It was suggested that a timer could be used.
- The Clerk was asked to put 'Farmers Market' on the next agenda.

NP

Clerk

10. Date of next meetings:

- Tuesday 15th January 2019, 11am, Village Hall
- Tuesday 16th April 2019, 11am, Village Hall

The meeting closed at 12.10pm .

CHAIRMAN