

**Minutes of Village Hall Committee Meeting Held on Tuesday 10th July 2018
in the Village Hall at 11am**

Present: Chairman Chris Barlow, Di Jones, Michael Blake, Norman Parcell, Anne Powles Sarah Welsh (Clerk & RFO)

1. Apologies for absence

Blue Jones, Val Green - indisposed. Jan Moore, Jean Neve, Ayeshia Hammond Young - otherwise engaged.

2. Minutes of June meeting 2018

Di Jones proposed the minutes were approved as a true record of the meeting, seconded by Norman Parcell. Unanimously agreed. The minutes were signed by the Chairman.

3. Matters arising - unless itemised for discussion later

None.

4. Hall Promotion - update

Norman Parcell reported that Ken Green does not have a key to the noticeboard. Norman will check with the 901 Troupe. Norman has the large posters for promotion.

5. Finance

- a) Draft Payments and receipts, bank reconciliation. Total payments since last meeting: £51; total receipts: £591. Bank Reconciliation to 5.7.2018: £17770.19
- b) A VAT repayment of £1461.83 has been requested.

6. Cinema club - update

The heater has been moved from the back wall. Keith still needs to paint the wall and will submit a bill for payment. The clerk confirmed the grant funding is now in the Parish Council's bank account. Di Jones commented that the floor had been scratched and dust left by the fitters and she cleared it up.

7. Maintenance and Risk Assessment

- a) **Future Plans - kitchen plans:** Chairman Chris Barlow has written to Hammonds Builders to notify them the committee will not be proceeding with refurbishment at the present.
- b) **Request from In Bloom re hose reel** - Di Jones reported Jean and Keith had met to measure up.
- c) **Regular maintenance** - Di Jones reported the Fire Extinguisher people were due to visit tomorrow to carry out checks. Keith Jones has weeded outside of the hall.

10. Future events

- a) **Garage Sale 29th July.**

- 45 forms have been received with 6 still to come. There were 64 last year.
 - The clerk has still had no response from 1st Bus, and there is no phone number to contact the correct department directly. Di Jones will ask Keith Jones if he will receive and put out the cones and confirm with the clerk, who will order them from the police. They need to be set out from 6.30 - 7am and collected at 4pm.
 - The clerk will download a map and email to Michael Blake for amending and printing. Michael Blake will print 100 copies. The maps will cost £1.
 - Chris Barlow will speak to Brian to advertise on Harbour Radio.
 - Anne will sell maps outside the church from 9am.
 - Ayeshia Hammond Young and Jean Neve have agreed to assist with the refreshments.
 - Chris Barlow and Di Jones will liaise to clear out the cupboard and decide if there will be a village hall stall.
 - The posters will need removing from around the village after the event. Michael Blake has a list of where they are.
- b) **Summer Fete.** Ayeshia Hammond Young is meeting with the organiser of the dog show in 2 month's time.
- There will be a meeting at Chris Barlow's this evening to discuss the children's events.
 - The Fete date - 2nd September needs advertising
 - Those attending so far: Claire Morgan, Celestial Directions, there will be Wildlife, Little Terns, Friends of Horsey Seals, Playing Field Development Project and Face Painting stalls. Norman will confirm bookings and requirements and will carry out the Risk Assessments. It was thought the Cadets might want a stall. There will also be a BBQ, and a Popcorn Maker.
 - It was unanimously agreed that village hall funds should be used to promote the event.
- c) **Christmas Fayre 2/12 12 - 4pm.** The Hog Roast has been booked with 10% going to the Village Hall. The cost of 2 Christmas punch and Judy Shows will be £165. It was unanimously resolved to book these. Chris Barlow will let Ayeshia Hammond Young know. There will also be June's stall, a Cake stall, Tombola and the Punch and Judy in the hall.
- d) **Fundraising Events - general** - there will be no other events this year.

11. A.O.B.

None.

12. **Next meeting: 14th August, 11am in the Village Hall.**

Winterton PC Village Hall Fund
DRAFT PAYMENTS LIST: (Cheque order) Vouchers 18 to 50

Vchr.	Cheque	Cde.	Name	Description	Amount
18	769	45	V Parker <i>June</i>	Cleaning	51.00
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TOTAL					51.00

Winterton PC Village Hall Fund
DRAFT RECEIPTS LIST: Vouchers 12 to 50

Vchr.	Ref	Cde.	Name	Description	Amount
12	Ch 104	5	Quilters <i>18.4.18 - 4.7.18</i>	Hall Hire	432.00
13	Ch 319	4	D Dugdale <i>1.2.18 - 19.7.2018</i>	Hall Hire	114.00
14	cheque	12	Miscellaneous <i>Fees x 5</i>	Garage Sale	25.00
15	cash dep	12	Miscellaneous <i>Fees x 4</i>	Garage Sale	20.00
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TOTAL					591.00

Winterton PC Village Hall Fund

	Bank Reconciliation at 10/07/2018		
	Cash in Hand 01/04/2018		
			17,619.63
	ADD		
	Receipts 01/04/2018 - 10/07/2018		1,268.35
A	SUBTRACT		18,887.98
	Payments 01/04/2018 - 10/07/2018		1,117.79
	Cash in Hand 10/07/2018		17,770.19
	(per Cash Book)		
	Cash in hand per Bank Statements		
	Cash	25/10/2015	0.00
	Current No 68155181	30/06/2018	15,255.68
	Deposit No 03695247	30/06/2018	2,666.37
B	Less unrepresented cheques		17,922.05
	As attached		151.86
	Plus unrepresented receipts		17,770.19
	As attached		0.00
	Adjusted Bank Balance		17,770.19
	A = B Checks out OK		