

Cornworthy Village Hall – Committee Meeting

Village Hall, 5th September 2024, 7.00pm

Present: Committee (Trustees) and co-opted members

Simon Baker	Chair	SB
Hilary Tuppen	Secretary	HT
David Carver	Committee Member	DC
David Bailey	Committee Member (CPC)	DB
Paul Sterry	Treasurer	PS
Jill Reid	Committee Member (PCC)	JR
Bill Petheram	Committee Member (Table Tennis Club)	BP

Apologies:

Donna Devaney	Co-opted member: Facilities Coordinator	DD
Peter Fowler	Co -opted member: Hall Bookings Coordinator	PF
Elly Finn	Committee Member (CPC)	EF

ITEM	MINUTE	ACTION
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1.	Welcome from the Chair – and absences noted	
2.	Minutes of the last meeting (13 th August 2024) - agreed as a true record and signed by SB	
3.	<p>Matters Arising</p> <ul style="list-style-type: none"> - Fundraising Thermometer: Paul Henderson has this in hand - Recruitment of new committee members: a couple of people have been identified. It was noted that Andy Gold might be persuaded to return to the committee. Discussions are on-going. - Plaque to commemorate Rose and Jim O'Brien: the wording was agreed. Action: Paul to order the plaque. - Coop bank account/Gift Aid –Paul now has remote access to the Coop account. Access to the Gift Aid account is still outstanding. Action: Paul - Model hire agreement: Hilary and Pete are dealing with this and will have a revised version for review at the next meeting. Action: Hilary - Cleaning of the Hall: a deep clean of the extractor fan was recommended in case the weevils are coming in that way. - keys: Rebecca Stevenson attended the meeting briefly to review access to the key held for Table Tennis Club members. After discussion, during which it was acknowledged that it was essential for insurance purposes that access to the key is restricted so that the identity of any user is 	<p>SB</p> <p>SB, HT</p> <p>PS</p> <p>PS</p> <p>HT</p> <p>BP</p>

	<p>known, it was agreed that the key will be kept inside at Dymonds and only made available upon request.</p> <p>- sign for Hall – c/f Bill was authorised to order this from Tom Dixon.</p> <p>Action: Bill to commission the sign</p>	BP
4	<p>Hall Upgrade Report:</p> <p>- some redecoration is outstanding. Simon has bought the required paint. David Bailey undertook to ask Sam to help finish off the internal redecoration. Action: Dave</p> <p>- Resetting the blind needs to be done by mid-September (Film Club on 18th). Awaiting suitably dry weather. Action: Dave Bailey volunteered to do this using a ladder from Tim Carter.</p> <p>- New external doors: the surface must not be compromised using drawing pins or nails. There needs to be a sign alerting users to this: Action: Simon to organize – o/s</p> <p>- Next phase of works: the updated costings have been received. Once it is clear how much money the Hall has available to spend, the priorities (bargeboards) can be identified.</p> <p>- External light: WMS will recommend an appropriate sensor light which Kelvin will be asked to source and fit. c/f</p>	DB DB SB
5.	<p>Fundraising</p> <p>- A meeting has been arranged for 6th September to discuss a grant application to Rural England Prosperity Fund (Chris Shears. Action: Hilary, Simon and Elly)</p> <p>- Now that the new Coop account has been opened, it was agreed that it would be worth setting up a Just Giving page to harness the untapped support within the local community. Action: Simon to set this up c/f</p> <p>- 100 Club – there was a detailed discussion of the level of support for the next year’s 100 Club so far and it was agreed that the latest round of reminders had worked well. The final cut-off date was agreed, and a meeting was arranged for 6pm on 11th September to finalise the prize allocation. Action: Simon/Bill/Hilary</p>	SB, HT, EF SB, BP, HT
6.	<p>Events</p> <p>- Apple Day – The key responsibility for the Hall committee is to find volunteers for erecting the marquees, collecting apples and assisting with the pressing on the day. Action: discuss at the next committee meeting</p> <p>- Curry night – 26th October. Paul Mcloughlin has agreed to run a quiz on the night. Any tickets bought for the pie night cancelled in April will be valid for the curry night. Action: Hilary to arrange for the advertising of the event.</p> <p>- Christmas Fair – 30th November. No stall holders have been booked. Action: Jilly Reid to chase this up.</p>	All HT JR
7.	<p>AOB:</p> <p>- AGM notice– the AGM is set for 29th October at 7pm. The notice needs to be issued 14 days beforehand, so the text should be agreed at the next meeting</p>	
8.	DONM – Wednesday 2 nd October at 7pm	