

Cornworthy Village Hall – Committee Meeting

Village Hall, 29th October 2024, 7.00pm

Present: Committee (Trustees) and co-opted members

Simon Baker	Chair	SB
Hilary Tuppen	Secretary	HT
Paul Sterry	Treasurer (retired)	PS
David Carver	Committee Member	DC
David Bailey	Committee Member (CPC)	DB
Jilly Reid	Committee Member (PCC)	JR
Elly Finn	Co-opted Member: Hall Upgrade (for part only)	EF
Peter Fowler	Bookings Secretary (for part only)	PF

Apologies:

Fiona Kidd	Treasurer	FK
Bronwen Thompson	Co -opted member: Events Coordinator	BT

ITEM	MINUTE	ACTION
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1.	Welcome from the Chair – and absences noted.	
2.	Minutes of the last meeting (2 nd October 2024) - agreed as a true record and signed by SB	
3.	<p>Matters Arising</p> <ul style="list-style-type: none"> - Fundraising Thermometer: ongoing - Recruitment of new committee members: ongoing. A replacement is still required to fill 2 vacancies. However, grateful thanks were extended in their absence to Fiona Kidd, treasurer, and Bronwen Thompson, events coordinator, for agreeing to come on board. It was noted that Rebecca Holderness has volunteered to takeover administration of the 100 Club, and thanks to her were noted - Plaque to commemorate Rose and Jim O'Brien: this has been ordered and should be delivered in a week or so. - Gift Aid – in hand - sign for Hall – c/f Bill was authorised to order this from Tom Dixon. 	<p>SB, HT</p> <p>PS</p> <p>SB</p>
	<p>Action: SB to check whether Bill has commissioned the sign</p> <ul style="list-style-type: none"> - New external doors: the surface must not be compromised using drawing pins or nails. There needs to be a sign alerting users to this: <p>Action: Simon to organize – o/s</p>	SB

4	<p>Hall Upgrade Report:</p> <ul style="list-style-type: none"> - the next phase of works will commence on 2nd December and should be completed by the end of December - WMS have agreed to maintain the original quote cost for the replacement bargeboards even with the use of accoya rather than soft timber. The committee were asked whether the bargeboards should be stained (like the new external doors) or painted to match the green rainwater goods. After discussion it was agreed that WMS should be instructed to supply stained wood, which will require less maintenance, and replace the bargeboards above the toilet at the same time (for an additional £600 + VAT) - after discussion it was also agreed to delay installing new worktops in the kitchen on the basis that this might prove to be a wasted cost, given that the whole kitchen needs to be replaced in the short term. - External lighting: WMS will recommend an appropriate sensor light which Kelvin will be asked to source and fit. Action: Elly to chase 	<p>EF</p> <p>EF</p> <p>EF</p>
5.	<p>Finances</p> <ul style="list-style-type: none"> - Paul had nothing significant to add to the report presented at the AGM. He noted that movement of the cash and direct debits from NatWest to Coop remains outstanding, after which the account can be closed with Elly's assistance. - 100 Club – the final tally needs to be checked. Action: Paul. - Paul is meeting up with Fiona to start the handover process. 	<p>PS</p> <p>PS</p>
6.	<p>Events</p> <ul style="list-style-type: none"> - Apple Day – Paul reported that Tania did not like where the cake stall had been situated and blames its location on the reduced takings. Moreover, the handbell ringers were demoralised by the fact that no one appeared to listen to their performance. They blamed this on the fact that they were on too early in the afternoon and located somewhere that no one noticed them. Paul was asked to pass on the committee's apologies. Next time the ringers should be asked about timing and location. David Bailey observed that there seemed to be fewer attendees and queried whether there should have been more widespread publicity. Action: Hilary to secure feedback from Hunters' Lodge. - Curry night – it was agreed that it had been a very successful evening with lots of new people attending. Formal thanks to Paul Mcloughlin were noted for all his hard work in running the quiz. - Christmas Fair – 30th November. 12 stall holders have been booked, including 2 bric-a-brac stalls. Tania has agreed to run the tea and cake stall with help from Sheila Williamson and Philippa Pratt. Sue Stevenson has been asked to switch on the Christmas Tree lights. It was noted that the location of the tree will need to consider the refurbishment works that will be taking place from the following week. It was agreed that the set up for the fair will take place on Friday 29th November at 10am. Action: Jilly Reid to ask Rebecca Stevenson if she would be responsible for the mulled wine; Hilary to liaise with Lynn Jolly about putting together and decorating the internal Christmas tree. 	<p>HT</p> <p>JR/HT</p>

7.	<p>AOB:</p> <ul style="list-style-type: none"> - hall hire charges: the proposed changes to hall charges for 2025 presented by Peter Fowler were approved. - it was noted that the photo of the chairs on the website is of the upholstered chairs which cannot be hired outside the Hall. Action: HT to ensure this is clarified - the declaration of acceptance of trust and the statement for the hall's insurance were signed by the trustees in attendance. Action: other trustees to sign in due course - the committee approved the use by the Church of the Hall's glassware and the dishwasher free of charge (subject to replacement of any breakages) 	HT HT
8.	DONM – Tuesday 17 th December @ 7pm	