

**Present:** Chris Drew (Chair), Alice Wilkinson, Trevor Andrews

**Apologies:** Lauren McCann, Paul Mundy, Jim Gillett

**413/13** The Minutes of the Meeting **Wednesday 9 January 2013** were approved by the Committee.

**414/13** **Matters arising from previous Minutes not already on the Agenda** - None

**415/13** **Hall Maintenance** -

Roger Burns has replaced bulbs and starting motors in **two lights in the entrance hall**.

**416/13** **Village Hall Usage** - A very successful year with a big increase in hours booked in both rooms.

**417/13** **Report and Income and Expenditure** – A successful year. Expenditure is £1871.29 under budget and income is £3824.16 over budget.

**418/13** **Invoices for Payment** –None

**419/13** **Deposit Refunds** –None

**420/13** **Other Items for Consideration**

1. The ballet teacher is purchasing the **ballet barres** and will contact The Assistant Clerk regarding the installation and storage.
2. Committee authorised the refund (£58.05) for a **cancelled party 30.3.13**. This was booked and paid in full 10.12.12 and cancelled 25.2.13.
3. Committee considered a resident's request to change, as well as turn off the **lighting** at night in the **car park** and concluded that a decision would be made when the current lights fail.
4. **Charvil Art Group** have provided data about the club and have acknowledged and accepted that the displayed work may be damaged.
5. The **water metre** reading for March 5807. **The** Assistant Clerk was concerned that today the metre was moving despite the building being unoccupied. She will monitor the situation. If this continues Thames Water to be invited to conduct a survey and offer some advice.
6. The Assistant Clerk is researching **hearing induction loop systems**.
7. **Microwave** – Trevor Andrews was asked to purchase a microwave costing no more than £40.00 for the hall.
8. The **overflow** was running from the header tank in the entrance hall. Nick Ray investigated the situation and reported that the valve and ball cock on the tank were working correctly, at the time. To be monitored.
9. Ten **chairs** and two **chair trolleys** have been received from *Gopak*.
10. Cllr Mundy to be asked to **audit** the Village Hall booking and payments.

**421/13** **Any Other Business** –

1. The Assistant Clerk is to send updated information to the **Police regarding keyholders'** contact details.
2. Committee authorised the **non charge for missed sessions** due to **snow** 18 and 19 January. The Assistant Clerk was instructed to email the clubs involved informing them of the decision and at the same time communicate that future non use due to extreme weather will be charged if the Assistant Clerk is not informed of their intention, as unnecessary expense was incurred during this weekend.