

**Minutes of Village Hall Management Committee Wednesday 4 September 2013**

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

**Apologies:** Jim Gillett, Lauren McCann

**431/13** The Minutes of the Meeting **Wednesday 3 July 6 2013** were approved by the Committee.

**432/13** **Matters arising from previous Minutes not already on the Agenda** - None

**433/13** **Hall Maintenance** -

External and interior windows cleaned.

Kitchen equipment counted and recorded.

Kitchen cupboards cleaned.

Cleaners are extremely obliging and thorough.

Emergency lighting being scheduled.

Quotes to be sought for shrub pruning.

**434/13** **Village Hall Usage** - Noted. New users: A choir for adults with additional needs is likely to be using the hall. The Committee Room is very likely to be hired for guitar lessons.

**435/13** **Report and Income and Expenditure** – Noted.

**436/13** **Invoices for Payment** - £30.00 interior and exterior window cleaning.

**437/13** **Deposit Refunds** –None

**438/13** **Other Items for Consideration**

1. The **water metre** reading is being charted by the Assistant Clerk. The use increased and the pavement was wet around the metre. The Clerk contact Thames Water and she was informed that a leak had been identified and one thought that it had been fixed. The leak was then stopped. A bill has been received and paid as it reflected our use. The Clerk has now received notification from Thames Water that we owe £579.16 - on top of the £65.29 recently paid. Thames Water will now send someone to read the meter. Committee decided to challenge this bill.
2. The Assistant Clerk has obtained the **PPL and PRS Licence** at the cost of £656.26 ex vat.

**439/13** **Any Other Business** – None

The Meeting closed at 8.45pm

Signed

Dated