

Minutes of Village Hall Management Committee Monday 6 July 2015

Present: John Davies (Chair), Chris Drew, Jim Gillett, Paul Mundy

Apologies:

Absent: Lauren McCann, Liz Black

541/15 The Minutes of the Meeting 1 June 2015 were signed by the Chair.

542/15 Matters arising from previous Minutes not already on the Agenda –

The roof repairs are complete and the anti climb paint has been applied.

543/15 Hall Maintenance – nothing to report

544/15 Village Hall Usage - It was noted that the bookings of the Committee Room are excellent.

545/15 Report and Income and Expenditure – Noted.

546/15 Other Items for Consideration

- i. The Terms and Conditions of Hire were edited and finalised. These Terms and Conditions will be placed on the Website.
- ii. The current booking form was analysed and edits are to be made so that permission is given for the playing of music. A booking inquiry form is to be created so that interested parties can download and submit the form, showing clearly their intentions regarding date, time, purpose of hire, rooms required, playing of music and serving of alcohol.
- iii. Committee understood that the Clerk has already compiled an asset register for the Village Hall contents. The Assistant Clerk will consider this, edit if appropriate and pass to the Clerk for approval and consider current insurance cover.
- iv. Committee asked the Assistant Clerk to inform all those Clubs, with storage at the hall, that their resources are not covered on Council's insurance policy. Each club is to be requested to compile and submit an asset register with values. This will then be presented to the insurers for a quotation. Committee will then decide on charges to individual clubs or whether each club needs to organise their own cover.
- v. Committee did not authorise the return of the door wedges. A quote is to be obtained for the installation of a fire alarm and automatic door closers.

547/15 Any Other Business – None

The Meeting closed at 9.10pm

Signed

Dated