

**MEETING OF THE CREECH ST MICHAEL VILLAGE HALL MANAGEMENT
COMMITTEE**

CREECH VILLAGE HALL

Wednesday 18th April 2023 2pm

Present: Jan King (Chair), Barbara Williams (Sec,) Mike Palmer, (Treasurer), Liz Sweeting, Margaret Gover,(Booking coordinator) Joy Osment, Linda Deeley, Alan Prime

Welcome to Linda and Alan

1. Apologies: Derek King, Angela Hayes, Sarah Elliot, Iris Chown, Annabelle Peters	
2. Minutes of the Last Meeting: Agreed to be a true record and signed	
3. Matters Arising: None MG would like to add that the curtains were discussed at length and the price agreed.	
4. Correspondence; nothing to report	
5. Treasurer's Report – People have said they are having a problem paying online. JK asked if the paying in details could be enlarged. MP said £6000 is owing. Treasures accounts has been sent out separately to the committee.	
6. Booking Co-ordinator's Report – MG reported that the Hallmaster system is working well, bookings are very busy. Headway would like to come along but can't afford the hire cost. Discussion on whether we could reduce the cost. MP will look at running costs. Headway came back with no more than £8.50 an hr.	
7. Policies: Not discussed	
8. Chair report -JK has typed up her report which will be attached to the minutes Easter Fayre money. 50% of raffle money to go to Creech primary school the rest to VH carried forward. Secretary to phone the school. GDPR Chair thanked Jeanna for her work on the policy. To be sent out to all committee.	
9 AOB -MG mentioned Caitlin Pollard becoming Booking co Ordinator. Unfortunately, Caitlin wouldn't be able to answer the phone during the day so has declined.	

Jan King
31/5/23

LD asked how Hallmaster worked, MG explained how it works.

Discussion on extra work for Tom Trump, Insulation hasn't been done yet. Discussion on leak and repairs; decorating and floor in the main hall.

MP suggested blocking off 2 weeks next year for maintenance.

Outside bin now emptied twice a month.

Bookcase from MP for exchange books.

Cheese and wine for AGM

Date of next meeting – 17th May 2pm

Meeting closed at

Addendum

MP has since found out that financial records must be kept for 6yrs in a secure lock up.

Also £81 a day is the amount needed to cover the running costs of the main hall. The reduced rate of electricity finishes in October.

Jan King
31/5/23