

KNOWSTONE PARISH HALL COMMITTEE

MINUTES OF MEETING HELD ON 14th January 2020

Present:

Mr R Howe (Chairman), Mr K Dykes, Mrs S. Bray (Treasurer), Mrs W Sweet, Mr P Dey Mr J. Filmer-Bennet, Mrs J Hicks, Mr.D Barrett, Mrs C Whatcott,

1. Apologies for absence:

Mrs T Pomfret, Mrs W Sweet

2. Chairmans address to committee

RH stated that for personal reasons and on doctors advice he has decided to stand down as Chairman with immediate effect although he will continue as a member of the committee and offer his assistance and advice whenever possible.

3. Election of new Chairperson

Following discussions JFB was proposed by RH as the new Chairman, seconded by KD. The vote for JFB was unanimous.

JFB proposed a vote of thanks to RH for his past work for the committee over many years.

It was proposed that a document detailing the duties and responsibilities of the Chairperson should be circulated.

4. Minutes of last meeting

None - Awaiting issue of minutes of 28th November 2019

5. Matters arising

None - Awaiting issue of minutes of 28th November 2019.

6. Treasurers report

1.SB confirmed that the committee should be referred to as 'Knowstone Village Hall' in all correspondence concerning the bank rather than 'Knowstone Parish Hall'.

2. SB quoted a cost of £250 from Calor gas for removal and replacement of the gas tank with 4 no. 47kg gas cylinders to be located adjacent to the gas intake into the building. The cost of a new ventilated metal enclosure is not included and will be provided by Michael Bray. Consideration to be given to protection of the cylinders and enclosure from possible damage from vehicles.

3. SB confirmed the contract with EDF has not been renewed and alternative suppliers are being considered.

4. SB to confirm location of existing pole on plan received from Western Power. A meeting on site is to be arranged to agree way forward.

7. Hall matters

a) Kitchen subcommittee.

JFB described latest proposals including a possible refurbishment of the ladies toilet. Sketches showing the proposals are attached to these minutes. J.Locks rough estimate of costs for the work are £4500 for removal of spoil, and £81443 ex VAT for the extension and kitchen/toilet works. Installation of kitchen fittings are not included.

SB outlined the potential costs of running and maintaining the enlarged hall but it was agreed that this plan was worth pursuing to the next stage and that possible grants should be investigated. It was agreed that the full potential costs of £100,000.00 must be covered by grants.

b) Website to be updated and copies of minutes to be uploaded by Wendy Vigus.

KD to reissue monthly calendar with meeting dates added which will be 2nd Tuesday of each month.

c) PD to change key box code and inform all members of the committee of new code.

d) JFB volunteered to fit new curtain rail with ladder provided by KD.

e) Kitchen cupboard contents to be listed on inside of cupboard doors. CW, JH and JP to liase and agree date for work.

8. Parish hall proposed hire agreement

Modifications to the text of the draft document were discussed. JFB to reissue for final committee approval. A copy will be added to the website and all hirers will be required to sign.

The cost of hall cleaning should be offered as an option to hirers.

9. Film night update

PD passed £14.10 to SB being profit from previous film night. Next film will be Downton Abbey on 6th Feb to be followed by The Good Liar on date yet to be confirmed with the Masons.

10. Upcoming and future events

Horse race night to be organised by Wendy Vigus for 26th September.

Coffee morning 12th February from 11.00 – 12.30.

Dance on 2nd May to be run by JFB and CW

Dance on 24th October to be run by JH and SB.

Private children's beetle drive booked for 17th February at 5.00pm

Adult beetle drive with food provided proposed for 22nd February. (Baked potatoes or casserole was suggested)

Lesson for 'silver surfers' proposed for October 1st.

Quiz night proposed for October 17th with bring your own.

11. Fair and Dog show 28.6.20

DB gave update on progress with stall holders – 5 stalls interested and others to be chased.

Road closure in order and field available as last year.

WS and WV to meet to discuss judges and related matters.

Flier to be inserted in April/May issue of In Touch.

Possible musician will charge £40. DB to discuss further.

12. AOB

KD to approach Ridd gardening contractor with view to them removing planting and maintaining landscape areas around the hall as well as their current contract for the Churchyard.

Contact number available from Tim Browse.

13. Next meeting

The next meeting will be held on 11th February 2020 at 7.30pm