

**Minutes of Meeting of Oake and District Hall Management Committee
Tuesday 21 July 2015**

Attendees: John Sharland (JS) Phillipa Archer (PA) Rodney Wyatt (RW) Sue Earthrowl (SE) Kirsten Horton (KH) Rachel Cridland (RC)

1.Apologies	Annie Barrett, Dave Sedgwick The minutes will also be delivered to Cliff Bishop	
2.Minutes of meeting 19 May 2015	These were approved and signed. Proposed SE seconded JC	
3.Matters Arising	It was discovered that the fridge freezer in the Green Room was in fact working - the replacement item was returned .	
4. Secretary Correspondence	The Community Council encouraged village halls to email our MP, Rebecca Pow to campaign against VAT on improvements to village halls, and also to continue funding this advisory body. A letter was sent on behalf of the committee. Our MP will be a meeting on these issues at Stoke St Mary village hall on 31st July at 7.30pm.	
5.Booking Secretary's Report and Hirer Feedback	AB will check that Slimming World booking would not clash with WI day events. RW enquired whether there might be space in the barn for the Dog Club to store their marquee.	AB
6.Treasurer's Report	PA reported that the bank balance is £8718.98, cash in hand £162.42, Virgin Money £41,105.23 and cash float £50, totalling £50,036.63. The accounts have been examined by Amanda Ward. The PRS/PPL invoice is higher than last year/reflects our increased turnover.	
7. Recent and Forthcoming Events	The fete raised more than £2400 - advertising and cream costs to be paid shortly. The net profit to be shared with the school. Letters of thanks sent to PTA, WI and Oake Church. Suzie Hake has agreed to organise the Fete in 2016. Date to be confirmed with AB 10 Radio should be approached now for 2016. Clarification of the bar profit/donation to the fete income is requested. Jo Bimson advised that following the fete he would be resigning from the hall committee - a letter of thanks	RC

	emphasising particularly his help with organising the fete over many years to be written.	
8. Hallmark 2 and 3	SE, DS & KH had attended a visit to the hall from CSS on 22 June 2015 but have not yet received feedback. An addition to the Financial Policy was adopted "A sum equal to one year's income should be kept in reserve for contingencies." Prop PA Sec SE	
9. Play Area	It was agreed to purchase addition NO DOG signs. Erika is finding caring for the grass on the sloping areas difficult. Various local garden contractors will be approached. RC offered to transfer the large amount of sand from the base of the slide back into the pit - she was thanked in advance.	KH
Maintenance	The new stage floor covering has been appreciated by many of our hirers. All outstanding issues arising from the Building Condition Survey have now been completed A dummy CCTV camera has been installed above the carpark and a sign will be purchased shortly advising this functions 24 hours. It is suggested that the pole could be made more visible - eg wrapping with coloured tape, to deter further anti-social behaviour.	
11. Toddlers Fenced Play Area	No further action to be taken by the hall committee	
12. A.O.B	Various electricians to be approached re PAT testing requirements and the task to be completed asap. A new range cooker to be purchased - £1000 approved Prop SE Sec JS. The damaged fence adjacent to David Martin's barn to be repaired asap.	PA KH/SE JS
13. Date of next meeting	7.30pm 29 September at the hall. This would follow AGM - dated to be checked with AB	