

Minutes of Meeting of Oake and District Hall Management Committee Tuesday 24 January 2017

Attendees: Dave Sedgwick (DS) John Sharland (JS) Kirsten Horton (KH) Linda Lean (LL) Bryn Collins (BC) Phillipa Archer (PA) Hilary Weller (HW) Rodney Wyatt(RW) Terri Bellamy (TB)

1.Apologies	Sue Earthrowl (SE)Annie Barrett (AB) Brenda Snell (BS)	
2.Minutes of meeting 22 November 2016	<p>These were approved and signed. <i>Proposed: BC Secoded: TB</i></p> <ul style="list-style-type: none"> ● John Sharland acted as Chairman for the meeting. ● Dave Sedgwick has resigned from the hall committee - he was thanked for his considerable contribution towards the successful running of the hall for many years. 	
3.Matters Arising	<ul style="list-style-type: none"> ● A screen has been purchased and will be installed shortly in the lounge ● An electrician who has carried out work in the hall in the past is now working locally again and will be asked to address the various electrical issues - Lounge lights, lights in bar and cleaning cupboard, external lights and men's toilets, and the possibility of a timer to control the external carpark flood light. 	BC
4. Hall Licensee	<ul style="list-style-type: none"> ● Dave Sedgwick will resign from this position as soon as a new member of the committee is trained to take over this post. ● Enquiries will be made as regards training. ● Enquiries will be made of a local brewery and local supermarkets regarding conditions of purchase and the possibility of Sale and Return. ● The next booking requesting a bar run by the hall is in June followed shortly by the fete. No significant restocking of the bar will be made until closer to the time to avoid holding out of stock supplies. ● It is possible new bar staff will be needed although a committee member expressed willingness to help. 	KH/HW BC TB
5.Booking Secretary's Report and Hirer Feedback	<ul style="list-style-type: none"> ● A display easel belonging to Wivey Canine Society is no longer in the storage cupboard - it might be in the barn. ● Parent and Toddler Group had reported 'difficulties' in the storage cupboard, although it was not obvious to the committee other than the school appear to have bought additional mats. 	
6.Treasurer's Report	<ul style="list-style-type: none"> ● The balances remain healthy. ● The bar float has been handed to the treasurer to bank. ● Notification of a planning application for shed and heat pump at Saxon Farm had been received although no similar letter for the planned house within the existing barn had been received last year. The secretary would speak to the planning department at Taunton Deane as to any implications which might affect the hall, particularly any resulting restrictions on social activities. 	
8. Recent and Forthcoming Events	Nothing to report	

9.Play Area	<ul style="list-style-type: none"> • The annual report by The Play Inspection Company had been received. The chief area of concern was the state of the timber on the Rubicon Climbing Frame. • The secretary had emailed Rubicon (copying in Parsons Landscaping) regarding the further deterioration of additional beams but had no reply to date. This would be pursued further and advice sought from Taunton Deane (Open Spaces Dept and Josep Galicia) - We would also advise that the weekly inspections carried out by Taunton Deane had not drawn this to our attention. 	KH
10.Building maintenance	<ul style="list-style-type: none"> • Following receipt of a third quotation for redecoration and revision of the scale of work to be carried out, it had been agreed by the committee unanimously by email that Kevin Sharland should carry out this work. • The fire alarm beam has been 'triggered' by the decorating work (dust/cobwebs?) and is temporarily turned off - when the fire alarm rings, the heating system is immobilised resulting in no heating or hot water. Fire Protection Systems are aware of the situation. • The noticeboard by the play area has become an eyesore and will be removed. A prominent sign directing to the village hall will be commissioned and fixed in its place. • Fire Safety Log Book to be completed 	KH JS LL/KH
11. Website and Hall News	<ul style="list-style-type: none"> • The secretary will carry out the bulk distribution of the quarterly Hall News. • A new distributor is sought for Hillcommon. • The Parish Council have requested a regular spot in the Hall News as it is delivered to every house in the administrative parish of Oake. 	
12. Any Other business	The owner of the horse truck which has been parked in the Hall Car park for some weeks will be approached regarding his long term plans	TB
Date of next meeting	<ul style="list-style-type: none"> • 28 March 2017 in the Pig and Whistle Lounge at 7.30 	