

Minutes of Meeting of Oake and District Hall Management Committee Tuesday 30 May 2017

Attendees: John Sharland (JS) Kirsten Horton (KH) Sue Earthrowl (SE) Linda Lean (LL)
Phillipa Archer (PA) Rodney Wyatt(RW) Bryn Collins (B) Hilary Weller (HW) Suzi Hake (SH) Ed
Gregory (EG)

1.Apologies	Brenda Snell (BS) Annie Barrett (AB) Suzi Hake attended as chair of the Friends of Oake, Bradford and Nynehead Primary School. Ed Gregory attended as a member of the local community adjacent to the hall.	
2.Minutes of meeting 28 March 2017	These were approved and signed.	
3.Matters Arising	<ul style="list-style-type: none"> ● Hilary Weller was elected as the fifth member of the management committee and also appointed chairman <i>Proposed: BC Secoded: SE</i> ● PAT testing has been completed: the certificate and invoice to follow. All outstanding electrical work is now completed ● Hall licensee training to be investigated and achieved shortly ● Rubicon to be contacted again regarding timber replacement ● Milverton Sawmills to deliver replacement tables asap - and requested to remove the old ones. 	JS HW BC JS
4. Secretary's Correspondance	<ul style="list-style-type: none"> ● £500 has been received from the estate of Doris Winter. A letter of thanks will be sent to her son advising that we plan to use this towards outdoor furniture and would add a plaque to acknowledge this if he wished. ● £750 received from the Sunshine Fund for new toys for the Parent and Toddler Group. 	KH
5.Booking Secretary's Report and Hirer Feedback	<ul style="list-style-type: none"> ● In answer to the request from Cllr Gulley for free use of the lounge for Parish Plan meetings,we need further information re the frequency of meetings, the length of the project and whether other expenses are being met elsewhere ● Following a recurrence of anti social behaviour in the hall car park, as well as events in Saxon Close, a quotation for the installation of CCTV was presented to the meeting with a view to the hall contributing to the installation cost. This would enable all vehicles entering Saxon Close (as well as the hall car park) to be recorded. The meeting wished to be assured that the picture quality would be adequate to identify each vehicle. Police advice should be sought again as well as information as to position of the cameras, administration of the data, and what financial contribution the local residents were willing to make. All incidents should be reported to the police. 	KH AB
6.Treasurer's Report	<ul style="list-style-type: none"> ● An examiner was being sought for the year end accounts ● Hilary Weller to replace Dave Sedgwick as a signatory on the bank account ● Total balances exceed £53,500.00 	PA
8. Recent and Forthcoming Events	<ul style="list-style-type: none"> ● The Plant Sale raised £500 for hall funds. Thanks to Sue Davis for superintending this. ● Suzi Hake outlined the plans for the village fete on 8 July 2017 which are well in hand. A schedule listing where additional help would be useful to be made available. It was agreed that hall committee members would recruit as many villagers as possible to help on the day, even for brief periods. ● An audit of the current pop up marquees to take place 7 June to establish status and viable repairs. ● It was agreed that the net proceeds of the fete should be 	KH SH ALL Various

	divided 70% to the school and 30% to the hall (Suzi Hake had left the meeting)	
9. Play Area and Recreation Field	<ul style="list-style-type: none"> • The weekly inspection from Taunton Deane had identified that the bearing in the gyrospral requires attention - it is still safe to use. Advice to be sought from Melvin Sharland • The gang mowing contract with Taunton Deane has been renewed, although they have been advised we were unhappy with the service supplied earlier in the year. Assurance to be sought that the field will be well cut in the week prior to the fete. • It was suggested that the grass in the goal mouth area be replaced with astroturf to overcome the mud and lack of grass in the winter months. The net should also be replaced. • The sand dig (and sand replenishment) will take place after the climbing frame timbers are replaced. It was suggested that holding this event on Saturday afternoon might encourage other 'diggers' and the possibility of some mechanical help. 	<p>JS</p> <p>KH</p> <p>KH</p>
10. Building maintenance	<ul style="list-style-type: none"> • Fire Protection Systems have not yet supplied their bill for the resolution of the faulty beam, and completion of the annual service. • Arrangements for the service of the fire appliances to be made. • Steam cleaning of the upholstered chairs to be arranged 	<p>KH</p> <p>KH</p> <p>Various</p>
11. Hall Policies	<ul style="list-style-type: none"> • A NOISE policy was adopted and would be posted on the website <i>Proposed PA Secoded BC</i> • Sue Earthrowl agreed to be the nominated representative regarding safeguarding 	KH
12. Any Other business	<ul style="list-style-type: none"> □ It was unanimously agreed that the hall committee would support any investigations regarding the use of the barn as a replacement village shop and post office. 	
Date of next meeting	<ul style="list-style-type: none"> • 25 July 2017 in the Pig and Whistle Lounge at 7.30 	