

Minutes of Meeting of Oake and District Hall Management Committee Tuesday 26 September 2017

Attendees: Hilary Weller (HW) John Sharland (JS) Sue Earthrowl (SE) (Linda Lean (LL)
Phillipa Archer (PA) Terri Bellamy (TB) Kirsten Horton (KH) Annie Barrett (AB)

1.Apologies	Brenda Snell (BS) Rodney Wyatt (RW) Bryn Collins (BC)	
2.Minutes of meeting 25 July 2017	These were approved and signed. The 5 elected members of the management committee agreed to continue in their existing roles	
3.Matters Arising	<ul style="list-style-type: none"> • The alcohol license certificate will be hung in the bar area. • When a booking is made where alcohol is sold, our licensee (HW) must be notified of the name of the responsible person • The brass plaque to commemorate Doris Winter's association with the village still outstanding 	AB KH
4. Secretary's Correspondence	<ul style="list-style-type: none"> • An enquiry for hiring our field for football training had been received - he was advised that the field is available for residents at all times and not for private hire • Taunton Deane Planning Dept advised an application regarding Saxon Farm - the committee had no comment. • A donation of £75 to the Musgrove Hospital MRI appeal was made by the couple who requested the Bridge Club forgo their Friday afternoon session in August to enable them to have more wedding reception preparation time 	
5.Booking Secretary's Report and Hirer Feedback	<ul style="list-style-type: none"> • Wiveliscombe Canine Club advised they had experienced cold water in the kitchen over a number of weeks. All hirers are to be requested to contact a committee member should they experience this - and all will be notified that if the fire alarm is triggered, this will turn off the hot water and central heating, which will need to be reset by a committee member with access to the boiler room. • It was confirmed that the Wiveliscombe Canine Society Dog Show 2019 would be held in the hall grounds - a wedding booking had been received for the 2018 date prior to notification from the WCC that they wished to book this date. • The Parish Council and W I reported that the Slimming World activity in the hall had been less obtrusive, but the kitchen could still be noisy • Following the failure of some hirers to stack the tables and chairs satisfactorily in the store room, causing hindrance to other users, it was decided that a cash deposit should be levied at the discretion of the booking secretary • Payment was outstanding from the Mini Day Centre, and the NSPCC organiser (March Booking) • The Toddler group would be advised that a weekly register of attenders should be kept for health and safety purposes. • Following telephone calls to the Bookings Secretary at unsocial hours, the website will be changed to request enquirers to either make contact by email, or phone during office hours (9.30 to 5.30) 	KH
6.Treasurer's Report	<ul style="list-style-type: none"> • Total balances exceed £52,000. 	
8. Recent and	<ul style="list-style-type: none"> • A village social event to mark the hall's 15th birthday was 	

Forthcoming Events	suggested for 2018	
9.Play Area and Recreation Field	<ul style="list-style-type: none"> • A formal letter from Rubicon had been received offering to replace all “non-vertical” timbers on the climbing frame. Parsons Landscaping have been approached for a price for dismantling and reassembling the structure. The committee felt it essential that we get another estimate for this work and would ask Taunton Deane if they could help with information regarding alternative contractors and if any financial help was available. There is a possibility that legal advice will be needed to resolve this matter. • A new net has been purchased for the goal post which will be painted shortly • Taunton Deane Grass Cutting service to be notified of other external events (other than fete) when a ‘good’ cut would be requested. 	KH/HW
10.Building maintenance	<ul style="list-style-type: none"> • The carpet in the lounge and upholstered chairs to be professionally cleaned (carried forward from previous meeting) • Electrical Jobs: Several external lights need attention The electrical insect killer in the kitchen is not working. • Wall tiles in the gents’ toilet are loose 	KH JS
13. Any Other business	<ul style="list-style-type: none"> • Following the retirement of Penny Williams as editor of the Hall News, it was agreed to rename this information sheet Oake Community News. The Autumn issue has been prepared but a new editor is required. • it was suggested that the provision for amplified music could be brought up to date. This was considered a priority over the purchase of a projector for use with laptop/lpad/etc 	
Date of next meeting	<ul style="list-style-type: none"> • 28 November 2017 in the Pig and Whistle Lounge at 7.30 	