

BOOTHBY PAGNELL VILLAGE HALL MANAGEMENT COMMITTEE

Minutes of the meeting held at the Village Hall on 9 February 2012 at 8.0 pm

Present; Mr T Blake Chairman
Mrs D Collins Secretary & Vice chairman
Mr N Thomas Social Club
Mr P Hunt Church
Mr P Williams Parish Meeting
Mr M Carr

The meeting opened at 8.00 pm.

ACTION

APOLOGIES: There were apologies from Miss A Hobbs, , Mrs F Twilley, Mrs P Harrison and Mrs M Exton

01/12 PREVIOUS MINUTES:

The minutes of the previous committee meeting held on 13 October 2011 were approved, and signed by the Chairman, as a true and correct record.

02//12 MATTERS ARISING There were no matters arising

03/12 DATE OF THE AGM

The date of the AGM was provisionally fixed for 10 April 2012.

04/12 TREASURER'S REPORT (Minute 27/11 refers):

Current Account	2963.48
Cash	14.30
Money master	<u>3.79</u>
	403.46
Nottingham B/Soc.	30150.10

A new front door has been ordered at a cost of £1,175 including installation & VAT. This is the cheapest of the quotations we have received and after previously contacting the committee with the details no objections were raised and the committee approved the order.

The new sign has cost £174.60 from Viking Signs Ltd.

05/12 REPORTS FROM SUBCOMMITTEES: (Minute 28/11 refers):

Fund-Raising: this is on hold at present.

Maintenance:

d) Mr Hunt has a price for the thermo-couple for the pipes in the roof and for spot water heaters for the basins. This was discussed and a breakdown of the amounts for the various parts of the job requested

e) Mrs Harrison has ordered the new Front Door. It will cost £1,175

f) A new sign saying BOOTHBY PAGNELL
VILLAGE HALL
& SOCIAL CLUB

has been put up on 1st February 2012.

g) The PAT testing was carried out on the 12 October 2011.

PERCY

06/12 SECRETARY'S CORRESPONDENCE: (Minute 29/11 refers)

a) The Social Club has passed on a copy of a letter to them dated 18 October 2011.

It concerns visitors having to sign in & pay, and that the Club is not able to hire out their facilities to bodies not related to the club. It is now in our records.

b) Mr Hunt & Mrs Collins met Ysanne Spafford from Lincolnshire Fire & Rescue for a Fire Safety Audit on 30th November 2011. In a letter dated 5th December 2011 she confirmed that the outcome was satisfactory but she asked that the Fire Risk Assessment be renewed annually, and whenever any relevant circumstance changed. She asked that whenever this was done it should be printed off, dated and signed and filed in the records. Mrs Collins did this during January and has put up new 'In Case of Fire' notices around the Hall, incorporating the instruction that no-one who has not been trained in the use of a fire extinguisher is to tackle the fire. This was also on Mrs Spafford's advice.

c) A letter dated 13 December 2011 from SKDC explained that a new Food & Hygiene Rating will replace the Star system for food businesses. Kathrine Allen said we will need to comply and Mrs Collins will attend a workshop in Grantham, probably on 7th March 2012. She will report at the next meeting.

DEIRDRE

07/12 ANY OTHER BUSINESS: (Minute 30/11 refers)

Mr Thomas passed over a communication from SKDC booking the Hall for 10th November 2012 for the election of a Police Commissioner. They need details of our bank account, which Mrs Harrison will supply, for their payment.

PAM

A new vacuum cleaner has been bought.

DATE, TIME & PLACE OF NEXT MEETING

The next meeting will be held on Tuesday 10 April following the AGM at the Village Hall.

The meeting closed at 8.40 pm.

Copies to:

Mrs P Harrison

Mrs M Exton

Mrs D Collins

Mr P Williams

Mrs F Twilley

Mr P Hunt

Miss A Hobbs

Mr T Blake

Mr N Thomas

Mr M Carr

Minute Book