

SOUTH HEIGHTON VILLAGE HALL MANAGEMENT COMMITTEE

Minutes of meeting held on 13 August 2018 at 7.30pm in the Village Hall

Present: Clare Dickins (Treasurer), John Johnson (Co-opted Committee member), Tessa Pickstock (Chair), Sophy Thorpe (Secretary), Carly Norris (Co-opted Committee member), Jerry Drury (Co-opted Committee member), Gerry Hazell (Parish Council representative)

Apologies for absence: Geoff Knight (Committee member), Roger Clayton (Bonfire Society representative)

Minutes: The minutes of the previous meeting were agreed and signed as a true record.

Matters arising:

- Discussed GDPR – agreed that we will add to the hiring form and set up housekeeping to delete sent emails after 1-2 months.
- Kitchen refurbishment: Invoice sent to Veolia for £950. Refurbishment will take place in March 2019 so diary will be blocked out for this period.
- The village hall sign at the top of the ramp needs repairing – in hand.
- Wheelchair access front door needs repair/replacing. RS spoke to Ouse Valley Carpentry they have quoted £850 for hardwood door to be made and fitted. Committee agreed RS to speak to them as to when they can do it. Existing door has been freed up for now.
- Hall hiring charges and terms and conditions documentation to be updated. CD will update the website and publish new page to go live from 1st September.
- Jumble sale Saturday 6th October.
- Fete 2019: Saturday 29th June.

Report from South Heighton Bonfire Society

- Notes from meetings held on this same evening to be signed off by the village hall chair next meeting. These will then be sent out to the bonfire membership

Parish Council

- Bonfire application form for use of the field on 10 November and also an application form for use of the gate key. New application form was sent in on 24 July. Not heard back from PC as yet although it has already been previously agreed in principle subject to approved Event Management Plan.
- PC have agreed to removal of extra fence rails subject to the Village Hall Committee paying for the required bolts. PC to come back with cost of bolts. NB: A bench has been wrongly sited in front of the extra access required but PC are waiting for this to be moved.
- The Parish Council was asked again to reconsider their decision not to allow the village hall committee access to the container on the field by car to load and unload marquees and other equipment, as this is all bulky material which is heavy and very awkward to manhandle over the fence. The PC did not consider this at the last meeting and the village hall are still awaiting a formal reply although informally this has been turned down as it is deemed the village hall are “running a business”.
- The PC representative informed us that the promised pedestrian gate behind the container will be in by November.

Secretary's report

- Nothing to report.

Treasurer's report

- See over.

