

Brixworth Village Hall Committee
Meeting 29 May 2013
Minutes

Attendees: Steve Pointer, Chairman
Liz Wiig
Sue I'Anson
Dennis Coles
Libby Bowers
Hayley

Apologies: Amanda Pilgrim
Tony Pratt
Bobbie Race

1. Approval of Minutes of Meeting on April 2, 2013 was unanimous.

2. Matters Arising

2.1 Replacement Tables

7 or 8 tables have now been received – total of 27.

2.2 Users' Storage

Little Acorns have been asked to move their equipment before the resumption of activities after half-term. This has yet to be done.

They have also not yet signed the lease agreement and will now be given a deadline to do so.

2.3 Stairwell

A quote from Peter Billingham was £1610.

Dennis expressed concern that this was different from previous.

It was proposed by Liz and seconded by Sue to go ahead with this work. It was decided to allow PB to go ahead

On the matter of the tree outside – still needs to be done and Sue will organize this work.

2.4 Finances

There is current £6500 in current account and £5000 in savings account.

Signatures have to be completed as far as the savings account is concerned and Hayley will chase up the paperwork.

2.5 Fire door

The door is still not closing properly and is constantly being left open.

Steve brought up the fact that any future insurance claim would be invalidated unless the door was correctly fitted.

Peter Billingham originally quoted £680.

2.6 The Gate

The Parish Council did not have a problem if the gate was moved.

A proposal was tabled by Dennis that if Little Acorns wished to get a quote and pay for the work, the committee would reconsider moving the gate. This item is carried over.

2.7 Keys to Hall

There seems to be a lot of keys which have been given out without exact knowledge of where they are.

Steve proposed that the front door lock be changed and that the new keys then be given out to regular users but that a key log book was kept and users signed for the key. If lost, the holder would have to pay for replacement (about £6 per key). This would enable us to start afresh on the distribution of keys.

Quotes are needed for this work.

Sue proposed changing front door lock and the keeping of a proper record. this proposal was carried with the exception of Dennis who abstained.

3. Heating

Northampton Refrigeration are going to do a proper survey on 30 May and submit a quote.

In order to be able to have the funds for work on the heating system, a grant will need to be obtained.

Dennis has agreed to follow this up but accounts need to be produced. Liz said has a contact and will follow up on this.

4. Any Other Business

4.1 Hayley asked that she be given a credit card on VH bank account in order to be able to purchase necessary items. At present, she pays for this on her own card and then claims back.

The committee was not in favour of this method as it is felt that invoices should be obtained before payment. Hayley disagreed that this method worked when purchasing on line.

This item needs to be looked further and a payment system put in place.

4.2 Steve requested that he be given a “Chairmans’ allowance” to take into account expenditures the Chairman might have. This would be in line with Parish Council allowances.

The Committee rejected this requested as it was felt that any expenses incurred by any Committee member could be easily be reimbursed on production of a receipt.

4.3 Roof Quotes – Four quotes were received:

Northampton Roofing Solutions Ltd. - £1850 plus VAT
JB House Building and Roofing - £1115 plus VAT
Abington Roofing - £1250 plus VAT
Surefix Roofing Northampton £2400

This matter will be reviewed at a later date.

4.4 Date of Village Hall AGM was fixed at July 16th 7:30pm in the Village Hall.

Sue to design a poster and distribute
Libby to see to refreshments

4.5 Village Hall Decorating - Steve spoke of an organization called Pots and Paints who would redecorate. This is an on-going item.

4.6 Steve also broached the subject of reciprocating with other village groups for the benefit of all. One possible activity could be a large conga line for charity throughout the village in an effort to bring more community spirit to Brixworth

5. Date of next meeting

The next meeting will be Thursday, June 20, 2013 at 7.30pm in The George.

At this point Hayley left the meeting while the Committee informally discussed the Administrators' role and the roles of Committee members. Nothing was actually decided except that the first step would be to get the Administrator to list her daily activities throughout a week.