

Whittington Village Hall
Minutes of Meeting of Management Trustees

Held Monday 14th December 2015 following Carols Round The tree Event.

- 1- **Present** : Mr G Hyde (Chairman), Mr J Palmer (Vice Chairman), Mrs C Jones (Secretary), Mrs A Cooper, Mrs L Lacey (Treasurer), Mrs R Smith, , Mr. D Pattison, Mr M Stewardson Mrs P Stewardson,
- 2- **Apologies:** Mrs J Wilson. Mr S Newman, Mr J Cannon, Mrs D Green, Mrs J Perry, Mrs J Thorne, Mrs H Davies.
- 3- **Minutes of The last Meeting held Monday 9th November 2015**
These would be agreed at the January Meeting
- 4- **Secretary's Update**
The Secretary reported that the return for The PRS/PPL Licences had been completed and would be forwarded in January.
- 5- **Treasurer's Report**
The financial report for the period ending October 2015 was presented to the committee and discussed. There were no questions.
It was noted that the 2016 budget had been agreed and would be circulated in the new year. The contract had now been signed by both the chairman and Judith and would come into effect on January 2016. There would be an annual review.
There had been correspondence between the Treasurer and Step Forward.
Following discussion it was agreed that The Chairman would speak with the chairman of The Step Forward Group to rectify the current hiring and payment anomalies.
The Treasurer reported that she had been in contact with NS&I and a statement showing the £5k transfer would be sent at the year end.
- 6- **Booking Secretary's Report**
The Report which had been previously circulated was discussed.
There were no applications for alcohol.
It was noted that there was a children's party on Saturday 2nd January. It was agreed that Judith would be asked to do additional cleaning on Sunday 3rd following the completion of the storage project

7 Any Other Business.

The following items were noted.

- a) Garry was in the process of arranging the removal of the abandoned car.
- b) Replacement Plaque for Les's Bench to be placed on the January Agenda
- c) John Palmer suggested that new decorations be purchased in the January sales. Rosemary and Lynne agreed to make the purchase. A limit of £200 was placed on the purchase.
- d) It had been necessary to purchase a new floor polisher at a cost of £508, the previous one having been broken.
- e) The Window Cleaner had cleaned out the gutters and would now do them regularly
- f) The door In the MFL may need replacing. Item to be placed on January agenda

8. Date of Next Meeting – Monday January 11th 2015 7.45pm. All outstanding items would be dealt with.