

Whittington Village Hall

Minutes of Meeting of Management Trustees

Held Monday 13th June at 7.45pm

- 1- **Present** : Mr G Hyde (Chairman), Mr J Palmer (Vice Chairman), Mrs C Jones (Secretary), Mrs A Cooper, Mrs Lynne Lacey (Treasurer), Mrs, R Smith, Mr S Newman, Mrs D Green, Mrs P Stewardson, Mr M Stewardson, Mrs J Perry, Mrs S Walton, Mr D Pattison.
- 2- **Apologies:** Mrs J Thorne, Mrs H Davies.
- 3- **Minutes of last Meeting held 9th May 2016**
The minutes were proposed as a true record by Mr S Newman seconded by Mrs R Smith and signed by Mr G Hyde (Chairman).
- 4- **Matters Arising**
Some items of yellow crockery remained Mrs Smith agreed to contact the Brownies to check if they were of use to them
- 5- **Secretary's Update** – All Items dealt with on Agenda
- 6- **Minor Maintenance**
Nothing to report.
7. **Treasurers Report.**
The financial report for the period ending April 2016 was presented to the committee. There being no questions the report was proposed as a true record by Mr J Palmer, seconded by Mrs D Green and signed by the chairman Mr G Hyde.
The treasurer reported that an application had been made to transfer £5k from the deposit account to the NSI account.
8. **Booking Secretary's Report**
The Report which had been distributed was discussed.
It was noted that there was a change of date for the Parkinson Charity event.
It was also noted that the booths for the referendum would be delivered on Monday 20th June.
9. **Doctors Liaison**
Nothing to report
10. **Health and Safety.**
 - a) Emergency Lighting Storage area– Complete - Item to be removed from Agenda
 - b) Sanitary Disposal Facilities. – Purchase of bins was in hand.
 - c) Emergency Lighting on stage – Complete – Item to be removed from agenda
 - d) Cistern Repair – Complete – item to be removed from Agenda
11. **Correspondence**
As per Agenda
A response had been sent to Mr Jones. (Jamie's Son)

12. Essential Major Maintenance.

BR report had been circulated. Again it was noted that our miscellaneous costs were running high.

13 - Finance Sub Committee –

Re-arranged date for meeting set as 16th June 2016

14. Street Signs .

Approval for signs and sighting had been obtained .

Awaiting costing from SCC

15. Commemoration Mrs Jamison

David had obtained a revised costing of between £3 -£3.5k for the provision of an OHP and Screen. It was agreed that contact would be made with Users to ascertain what use the facility would be likely to have. Garry agreed to draft a letter for Lynne to send to Users.

16. User Group Reports

WI – Nothing

WWC – Are to hold a “Street Party” to celebrate the Queen’s Birthday – funding had been obtained from Love Lichfield.

Bridge Club – Nothing

Flower Club – Nothing

Whittington Players – A Murder Mystery would be performed on Friday/Saturday 17/18th June

17. Buddy User Groups Reports

Nothing to report

18. Hallmark 3 – Update

The Inventory had been updated. There was an overall increase in the value of our assets due in the main to the purchase of the round tables and trollies.

A request had been made to Cathy Russell for a date for the Hallmark 3 assessment

19. Replacement Plaque

Plaque for Les had been received and put in place on the bench.- item to be removed from the agenda Delivery of the plaque for Jamie’s tree was still awaited.

20 Publicity Group /Countryside Fair.

A date for a meeting of The Publicity Group was arranged for Monday 20th June

The updated brochure had been sent to the printers. A cost of £99 for 500 had been quoted

It was agreed that a banner should be purchased for use at the Countryside Fair

21 Asbestos Report.

Contact had been made with a consultant, we are waiting for him to complete a survey

22 Any Other Business

It was noted that the chairman’s name on the licence needed changing, It was agreed that this would be completed at the earliest opportunity.

It was agreed that a price for a replacement flag and halliard should be obtained

As a point of interest it was noted that the Scouts had purchased a “hot potato oven and Candy floss maker”. This was available for hire.

23 Date of Next Meeting - 7.45 Monday 11th July

Mrs Helen Davies had offered her apologies for the July meeting.