

Minutes of Newton le Willows and Patrick Brompton Village Hall

Meeting held on Tuesday 10th January 2017 at 7pm

Present: Ann Brown, Teresa, Sanderson, Peter Olsen, Linda Cork, Steven Coombs, Enid Crowe, Rowena Simpson

1. **Apologies for absence** - Andrew Bull, Stephan Hodges
2. The **minutes** of last meeting were approved and signed
3. The current **financial statement** has been emailed to all committee members. Our electricity statements were submitted to Luke Howells for analysis for which we thank him. The outcome was that we are on a high tariff and should look to switch before our fixed period. This is being looked at as part of the Lower Wensleydale Village Hall Partnership. It was also discovered that our frost control thermostat (different to the heating thermostat) had been altered resulting in a higher heat setting than was needed. This will have caused a higher than expected electricity usage. A note has been placed next to this to try and prevent it happening again. As a result of the building being used very little since the 17th December, our electricity usage had been kept to a minimum suggesting our measures are having a positive effect.
4. **Hire charges** were discussed as they do not seem to have been administered to all user groups/events in the same way. The charges need to be set to encourage more usage of our hall and facilities in general and need to be administered fairly across the board. In light of this charges were proposed and agreed upon:

Hall hire	£12 per hour
Hall + kitchen	£15 per hour
Hall + bar	£20 per hour
Green Room for meeting only	£5 per hour
Green Room + bar	£10 per hour
Coffee mornings	£30
Child's birthday party	£30
Choir	£5 per hour
WI	£5 per hour
WI (hall +kitchen)	£10 per hour

A discussion was then had about what to charge various groups/events when bar takings were involved. It was felt that bar takings of £100 when only the Green Room is used

would be sufficient to allow the event to happen for free. This means that the first Acoustic night to be held on the 17th January will not be charged. The situation will be reviewed after the event before we agree charges for future events.

This then led to a discussion regarding larger events which are run in the Village Hall. PIN does not currently pay for the hire of the hall when the bar takings are taken by the Village Hall. It was felt that this arrangement should be offered to other Village Hall events. This will be discussed at the next meeting along with subsidies that may have been given to certain village groups in the past.

5. **Inspect condition of building** with regards to necessary repairs - to be carried over to a future meeting.
6. New **signage** is needed for the building following the realisation that not everyone in the village is aware of where the Green Room is. It was agreed that a removable sign for the Green Room would be sourced and used only when the Green Room was open. It was also agreed that a sign indicating where the Green Room is should be added to the side railings of the village hall. Peter Olsen to do this. In the interim, we will use the A-frame board where possible and it can be used for the acoustic night by Rowena Simpson.
7. Consider applying for **external funding** for building works - to be carried over to a future meeting.
8. **Health and safety arrangements** were looked at briefly. Stephan Hodges has obtained signage for the fire extinguishers and has arranged for an electrician to install an extra light from the Green Room into the village hall.
9. Discuss **carrying out a community consultation project** - to be carried over to a future meeting.
10. The **Diary of events** was updated to include cricket fixtures as supplied by Steven Coombs. All known dates were added to a template. It was agreed that the Village Hall Committee will run some fundraising events this year. The summer BBQ was provisionally booked as 5th August, Teresa Sanderson will host a St Patrick's day quiz on the 17th March, Rowena Simpson is looking to book a ukulele group for April/May and a 60s dance will be arranged for later in the year. It was also felt that a Christmas event could be held in the Green Room possibly in between Christmas and the New Year. Teresa Sanderson will see if we can add a version of this template to the village website to try and encourage more bookings and more events being planned.
11. **Date for next meeting:** Tuesday 7th February 2017 at 7pm Green Room.