

BURBAGE VILLAGE HALL TRUST

MINUTES OF SPECIAL COMMITTEE MEETING ON 20th August 2008 in Burbage Village Hall at 8.00 pm

Present

Sandra Drewitt (**SD**), Andrew Gordon, George Gordon, Marek Grabowski, Martin Hamer (**MH**), Robert Hector (**RH**), Felicity Mather (**FM**), Ann Powell, Vienne Rosier (**VR**), Jean Stark, Gill Terry (**GT**)

Apologies

Jane Cornelius (**JC**), David Gent (**DG**), Rachel Rigby, Rodney Stone, Jo Tillings, Gary Webb

In the absence of the Chairman and Vice-Chairman **RH** offered to take the Chair for this meeting and was appointed

The minutes from the previous quarterly meeting on 7th July 2008 were agreed and there were no matters arising

The four resigning trustee members (**JC, DG, RH AND FM**) confirmed they would be resigning on 10th September and provided a Chairman could be elected for that meeting they saw no reason to attend

RH explained that the meeting had been called by **JC** to determine whether the appointment of new trustee members of the committee on 10th September should be made by the management committee or by the residents at the EGM. **RH** passed round a note setting out the management structure of the trust, as he understands it

GT queried the composition of the meeting and **RH** explained that the appointed members of the committee were the representatives of the PC, the PCC and those user groups who had been invited to make appointments prior to the AGM

It was agreed by a show of hands that the meeting on 10th September would be an EGM and that proposal forms would be distributed and collected by **SD**. **RH** agreed to replace the notices and print new forms

MH was proposed as Chairman for that meeting (10-9-8) by **SD**, seconded by **VR** and elected by a show of hands

RH spoke about the jobs and responsibilities that would have to be handed over as soon as possible after 10th September. **DG** will be retiring as licensee at the end of the year and will continue mowing Barn Meadow until the end of the grass-cutting season. **FM** will not be doing the Christmas decoration of the hall. **JC** and **RH** will be happy to discuss the way they operate the hall and its bank accounts with the new incumbents, and **RH** offered to continue to update his accounts spreadsheets until 31st December if the new Treasurer would like him to. **RH** reported the hall's funds remaining on deposit would be about £30,000.

A recent electrical inspection (required every 3 years) has revealed a number of faults, which apparently were not seen at the previous inspection, and the report will be passed on to the new committee. Meanwhile Kennet DC had been asked to deal with reported rodents. **MH** suggested the recent surveyor's report should not be sent on to the hall's insurers until the new committee have considered it.

SD asked that the resigning members be thanked for all the work they had done over many years to support the hall.

The meeting closed at 9.15 pm.

Robert Hector – Acting Chairman