

MINUTES OF THE COMMITTEE MEETING
OF
BURBAGE VILLAGE HALL TRUST
HELD IN BURBAGE VILLAGE HALL
ON
WEDNESDAY, 19th NOVEMBER, 2008

Those present:

Dr Martin Hamer -	Chairman
Mr Frank Jeffrey -	Vice Chairman
Mr Philip Marsh -	Treasurer
Mrs Sandra Drewitt -	Trustee & Booking Officer
Mrs Vienne Rosier -	Trustee
Ms Natasha Spreadbury -	Trustee
Mr Gavin Kitchen -	Trustee
Mr Tony Dobson -	Waps representative
Mrs Gill Terry -	Parish Council representative
Mr Chris Wheeler -	Parish Council representative
Mrs Ann Powell -	Bingo representative
Mrs Jean Stark -	Good Companions representative
Mr Marek Grabowski -	Cricket Club representative
Mr Andrew Gordon -	Tennis Club representative

Also present: 7 residents from the village

ITEM		ACTION:
1.	<p>Apologies for absence:</p> <p>None received.</p>	
2.	<p>Minutes of the Management Committee Meeting held on 20th August 2008.</p> <p>Proposed as a true record: Sandra Drewitt</p> <p>Seconded: Vienne Rosier</p>	
3.	<p>Matters Arising from the Minutes:</p> <p style="padding-left: 20px;">a) Clarification was made by the Chairman with regard to members of the Management Committee being Trustees in the light of the law. However, it was possible for persons to be members of the Management Committee but without voting rights in which case they will not become a Trustee. Should anyone wish to be a member of the Management Committee without voting rights then they should contact the Chairman. The Chairman reiterated that, as far as possible, voting would not take place as it was intended that all decisions made would be by full agreement.</p> <p style="padding-left: 20px;">b) No other business was notified to the meeting.</p>	
4.	<p>FINANCE COMMITTEE REPORT:</p> <p>The Finance Committee held a meeting on the 3rd November and minutes has been distributed prior to this meeting. The Treasurer had produced a report on income and expenditure since October and a summary of the current, deposit and bar account was highlighted.</p>	

	<p>Cheques paid:</p> <p>£1,3362.00 - Electoral Reform Commission – outstanding invoice from ballot £ 60.00 - Window cleaning £ 246.90 – £ 405.00 – Water bill (this bill is split between the British Legion (75%) and the Village Hall (25%). However, the arrangement is that the Village Hall pays the charges and then invoices the British Legion. £ 329.00 – Water heater £ 676.62 – Heating oil</p> <p>Bar account:</p> <p>Takings amounted to £600.00. The account is currently run separately and the opinion is that this should be incorporated into the main accounts.</p> <p>Discussion had taken place at the Finance Meeting regarding hire charges for the hall which were considered to be relatively modest given the cost of light and heating. Discussion took place regarding the proposed increases i.e. hiring costs between 9.00am – 6.00 pm to £6.50 per hour and between 6.00pm – 11.00pm to £12.50 per hour. Further investigation of the cost of hiring other local village hall was to be carried out although it was thought that most charged more than Burbage. Gavin Kitchen to put notification of increase on the Web site. New charges will be effective from 1st January 2009.</p> <p>Signatories:</p> <p>Confirmation of all new signatories had been received and the bar account with Lloyds Bank would be closed and the money transferred to the Alliance and Leicester account.</p> <p>Bar Prices:</p> <p>The bar manager had not previously been made aware of the purchase price of beverages. The supplier was to be changed and Sandra is to be given some guidelines on pricing, margins, etc.</p> <p>Land Purchase Option:</p> <p>A letter had been received from solicitors acting on behalf of the owners of the land adjacent to the Red Lion Field and, after open discussion, it was agreed that the option would be kept open until the end of its term in May 2010, but not taken up by the Village Hall.</p> <p>A lengthy debate took place with regard to selling the option to prospective purchaser. It was not known whether this would be allowed under the terms of the option. The Chairman is to check the contract.</p>	<p>CHAIRMAN</p> <p>GAVIN KITCHEN</p> <p>TREASURER</p> <p>SD/ TREASURER</p> <p>CHAIRMAN</p>
5.	<p>ANY OTHER BUSINESS:</p> <p>Barn Meadow:</p> <p>The cost of cutting Barn Meadow amounted to £2,000 for the calendar year whilst income from the football club amounted to £300.00 per annum. A quotation had been received from Kennet District Council amounting to £1,400 + VAT to cut the field twelve times a year. This would not keep the field up to the standard required for football. The Council had indicated that many football clubs pay £800 - £900 a year for a field with full use of changing rooms. Discussion took place and Mr Philip Hunt introduced himself to the meeting as an interested party regarding the football club. He explained the circumstances in which he became involved in starting up football together with Gary Webb for youngsters. Help with finance came from his company and the previous Village Hall committee.</p>	

A spirited debate ensued with the cost to the football club for kit (£500), referee charges (£25.00 per game), affiliation fees, marking of the pitch (£15.00 per game), being outlined. Whilst all present understood this situation and wanted to support youngsters, it was stated that the Village Hall funds were not sufficient to keep spending money without a better return. It was suggested that the football club should become a part of the Sports Club, advertise and promote the club, get parents and youngsters more involved in maintaining the pitch. Gavin Kitchen said he would help from the web site point of view. Purchasing a set of gang mowers would be a start with volunteers cutting the pitch. Gary Webb stated that he would be willing to accept an increase in the rental for Barn Meadow. It was eventually decided to refer the costs of grass cutting, etc., to the Finance Committee.

**PHILIP
HUNT/GARY
WEBB/
GAVIN
KITCHEN**

**FINANCE
COMMITTEE**

Sports Club:

The Chairman reported that a cheque in the sum of £750.00 in full and final settlement of the outstanding back rent had been received. The Chairman of the Sports Club had resigned and a new Chairman is to be elected in December 2008. Once this had been done a meeting would be held to secure an early agreement (by Spring 2009 if possible) on either sale of Red Lion Field or assignment of a long term lease so that the Sports Club can try to procure grants.

Village Hall Survey:

John Hope had completed and submitted his report to the Committee on the condition of the Village Hall. Mr Hope outlined at the meeting that there were a number of internal and external issues to secure the fabric and integrity of the building and went in to some detail. The full report is held by the Chairman.

Quotations had been received for putting in double glazed windows and doors to the front and side of the buildings:

Front entrance doors - £5,000 + VAT
Windows - £8,000 + VAT
Kitchen floor replacement - £14,000 + VAT

COMMITTEE

It was felt that short and long term maintenance and refurbishments projects should be detailed in order to inject new life into the Hall.

The grateful thanks of the committee and a round of applause was given to John for his high quality report.

Discussion then turned to a proposal to sell Barn Meadow to the football club so that funds received could generate much needed money to upgrade the hall. No final decision was reached but the idea was found to be interesting so long as the field was kept in perpetuity for recreational purposes.

COMMITTEE

Social Events:

A social committee of volunteers was required to fund raise and put on social events such as those previously suggested i.e. tea dance, race night, car boot sale, football tournament, etc. Volunteers please contact the Chairman.

Christmas Tree/Window Cleaning/Christmas Decorations;

Thanks were given to Gill Terry for donating the Christmas tree and lights to the Hall. Thanks were also extended to Gill for cleaning the windows inside. Thanks were extended to Vienne Rosier and Natasha Spreadbury for putting up the Christmas decorations.

	<p>Bridge Club:</p> <p>A letter had been received from Marlborough Bridge Club expressing their appreciation of their use of the hall. Compliments included comfortable seating, the hall being very clean, the ladies' lavatories very good, etc.</p> <p>Belated thanks went to Frank Jeffries for his sterling work in obtaining the £5,000 grant from Kennet District Council for the refurbishment of the kitchen. Frank is looking for help in getting on with the work. Volunteers please contact Frank. Gavin Kitchen will incorporate this into the web site.</p> <p>Seymour Adventurers:</p> <p>Rachel Rigby and Sarah Giddings outlined their hopes for a £40,000 "People's Millions" win for play equipment for young children to be installed in the present play area. Everyone is urged to vote for them. The telephone number will be put on the web site and on leaflets which will be put through letter boxes. Please vote for this very, very worthwhile cause.</p>	<p>FRANK JEFFREY/ GAVIN KITCHEN</p>
<p>6.</p>	<p>Date of Next Meeting:</p> <p>Wednesday, 17th, December, 2008 at 7.15pm in the Village Hall.</p>	
	<p>There being no further business the meeting closed.</p>	