

MINUTES OF HOTHFIELD VILLAGE HALL COMMITTEE MEETING
MONDAY 7th June 2010

1. Present: Tina Marden (Chairman,) Kay Pender (Vice Chairman), Anita Bramfitt, Paula Chapman, Sharon, Rose Harris, Shirley Horn, Peter Howard, John Nicholls, Tony Pender, Chris Rogers (Treasurer).

Public Present: Kenny Marden, Peter Patten, Danny Latter, Jane Latter, Shirley Whittington

2. Absent/Apologies: None

Before the meeting commenced Mr & Mrs Latter asked about the proposed meeting regarding the future hire of the hall for parties and preventing hire to undesirable groups. Tina and Kay assured them that there will be no recurrence of the events of the 14th May. No-one hiring the Hall will be given keys and someone from the Committee will attend at the end of the hiring to ensure the Hall is vacated by 12 midnight and locked with everyone leaving the Hall and car park. There was discussion about time to clean up. The people hiring on the 26th are going to come back in the morning to clear up the Hall.

Chris explains he has checked the socket on the stage and it is working and the power should have cut off for the music on the 14th, it is not clear why it did not unless another means was used to power the music.

3. Minutes: Minutes for the 9th April 2010 agreed and signed. The minutes of the AGM to be agreed at the 2011 AGM. Shirley apologises for incorrectly recording Anita's surname and for typing Kay and Tony's surname as Penfold when she had recorded it correctly as Pender.

Appointment of Booking Clerk and Trustees

Booking Clerk - Tina asks the meeting to consider the appointment of the Booking Clerk for 2010/11. Sharon is proposed as Booking Clerk by Anita and seconded by Chris and was duly elected.

Trustees - Chris explained that anyone who is on the Committee is a Trustee. Query as to whether John Collins remained on the Committee following the AGM and it was confirmed that the original Committee had been re- elected as well as the new members. John Collins is therefore still a Committee member and able to attend the meetings if he wishes. A correction will need to be made to the minutes at the next AGM because Paula Chapman had been omitted as a new member elected to the Committee.

At this point the meeting was asked about the publication of the Minutes on the Hothfield Village website. Following a short discussion it was agreed that the Minutes will be published on the website but only after they have been agreed by the Committee. Therefore the Minutes for the June meeting will be published after they have been agreed at the July meeting. Chris will arrange to provide them to the webmaster.

.....At this point in the meeting there was discussion about the concern of one of the members of the Committee not wishing to have their name published in this way. This person stood down from the Committee and their name does not appear in this account of the meeting.

Charity Commission - Chris explains the Charity Commission document circulated at the meeting, it requires that the names and addresses of each of the Trustees needs to be registered and the term of their appointment stated. Each Trustee also needs to sign a

declaration and Chris is to arrange for the new Committee members and indeed himself and Sharon who have never signed a declaration, to do this.

It is pointed out that the Constitution requires that each of various organisations should have a representative on the Committee and this is currently not so. It is suggested by Chris that this part of the document read that the Parish Council have a representative on the Committee and other organisations may nominate a representative. This was agreed. Previously the number required by the Constitution to be on the Committee was not met but with the additional members this is no longer a problem.

Lease - Chris has also circulated copies of the lease and explains that Ashford Borough Council (ABC) are the freehold owners and the hall is leased to Hothfield Parish Council who delegated all the responsibility of the Hall to the Committee in 2001. The Parish Council therefore have no responsibility but remain the overarching body and sends a representative described as a 'Custodian Trustee' to the meetings, and this person is currently Peter Howard.

Contract of Hire - a copy of the contract for the hire of the hall had also been circulated by Chris. Discussion followed regarding the terms of hire and the deposit that should be required by hirers from outside the village and those within the village and also the hourly rate.

Any bookings already taken will not be affected by any change and organisations with a current long term booking will be reviewed next year at the end of this financial year.

Anita raises the issue of persons riding bicycles in the Hall. There has been a recent incidence of this and tyre marks have been left on the floor which cannot be removed. Anita puts to the Committee that the paragraph prohibiting the use of balls etc without the agreement of the Committee should also be extended to a prohibition on bicycles. This is agreed and the contract is so amended. Following discussion it was felt that there were sufficient warnings in the contract with the additional verbal warnings given by Sharon about the danger of losing a deposit.

4. Treasurers Report:

Accounts for April and May are circulated and show a profit for April of £163.66 as a result of a number of bookings and modest outgoings, however, in May a large outgoing of £704.50 for the electrical inspection and no events resulted in a loss. Chris points out that the cost of fuel is a real concern and that when using the Hall the cost of an hour's fuel to hirers by putting money in the meter is £1. However this only covers 50% of the actual cost of the fuel and it is felt that this should be looked at and hirers pay the real cost of the fuel.

Anita asks about a Health & Safety inspection and the storage of food a Environmental Health inspection likely at any time. Discussion followed about the kitchen and the condition of food in the kitchen and fridge at various times. Agreed that action needs to be taken to ensure that if there is a short notice inspection everything is in order. Paula and Rose offer to look at this on Friday (11th).

The discussion extended to the jumble currently stored in the Hall and that Tina had cause to look in the bags and found some bags were very 'smelly'. It was decided Paula and Rose should also inspect the jumble and dispose of items as necessary.

Rose asks for agreement of the Committee if she might put on a BBQ at the Jumble for Action

for Heroes and this was agreed.

Peter asks about the auditing of the accounts for 2009/2010 and Chris explains he has been going through the diary and the receipts to balance the accounts and believes he knows where the problem is. He has a year to resolve it but is keen to balance the books as soon as possible.

PUBLIC INTERVAL:

Shirley Whittington addressed the meeting saying Hall should be more village friendly encouraging residents and not outsiders to use it. She expressed concern seemingly feeling there was prejudice against the youth in the village by the Committee banning ball games and bicycles etc and required the Committee to tell her what activities the Committee would offer for the youth. The Committee did not feel it was anti the youth in the village and defended its banning of ball games and bicycles in view of the damage that can be caused by both if used in the Hall, stating that the contract provides that balls etc may be used in the Hall with the agreement of the Committee. The proposed cages over the lights will assist. Tina tells the meeting that she has been approached by some youngsters to organise a meeting with them to talk about this. After further discussion it was decided that a meeting should be arranged with some of the youngsters to discuss what they would like to see available in the Hall and Tina will approach Bridget to ask her to come to the next meeting.

Shirley Whittington continued by saying the Village Appraisal showed that the residents wanted access to the internet, an internet café, and the Committee confirmed that they are all for this but there is an issue of funding. Bob Rivers has calculated that over £10,000 would be needed to set up such a venture and provide support in case of breakdowns etc. It is not intended that anyone be charged for the service but donations might be invited. Tony suggests an item is put in the newsletter to ask people if they would be interested, agreed this would be a good starting point.

A member of the public, asks why the Committee needs to discuss the increase in hourly rate if the current charge means the Hall is losing money. He suggests it be increased to £7.50.

5. Booking Clerk:

The youth club is back for another 8 weeks running from 4th May to 23rd June. Chris believes they have already paid transferring the money into the Hall account.

Pat Warren has booked a quiz and curry night on the 13th November and the Committee had intended to hold a quiz in October. Sharon put to the Committee that this would not be appropriate and suggest the Hall quiz is moved and suggests August. The Jumble Sale in October is also cancelled and the Christmas Bazaar which was to be on the 11th December. Sharon suggests the Committee still hold the Bazaar on the 11th December, with the 'dog' show on the 19th September and a quiz night on the 23rd October the date originally set for the Jumble Sale. After discussion it was decided that instead of a quiz a Race Night is held on the 23rd October and will be more profitable than a quiz if some families who could not attend last year are able to attend in October.

Discussion about the 'dog' show followed and that as said in the previous meeting the RSPCA cannot supply a judge and will not be involved in organising the event. Decided that the event will still go ahead as a village Fete and Les and Rose Perkins will be invited to run the dog show part of the event and Chris Twydell has said he has equipment the organisers can use. Tina

tells the meeting she came across a lady who sets up small fairground rides and makes a donation to the organiser. Sharon has had a lady enquire about running side shows such as test your strength, "treasure island" etc.. John has to return a phone call from Dawn at the Children's centre, all need to know if people with stands will be charged.

Chris tells the meeting that Kent Wildlife Trust would have a stand but they will not come if they are charged. Also the Rainbow Centre and Rare Breeds Centre may be interested. Also the Bluebell Centre will be involved but not if the Fete involved dogs.

It being apparent that there is a lot to discuss and Sharon points out there are only two meetings before the event and as a result a meeting was suggested for Monday 21st June at 7.00 pm at the Children's Centre. As many possible to attend and Chris Twydell, Les and Rose Perkins and Pat Coles to be invited and Mick Smith. Chris will contact Chris Twydell and Pat; Tina to speak to Les and Rose and if 21st is not convenient another possibility is 23rd June.

6. Any Other Business:

Peter circulates some information on a lottery which is run by some people he knows in Spaxton. He explains that once a licence is purchased for around £20 village people can buy a ticket number for 12 months at a rate to be decided and 50% of what is raised will be paid out in prizes with 50% going to the upkeep of the Hall. If it is decided to proceed then Peter thought it would be a good opportunity to launch it at the Fete in September when people could also join the scheme. Agreed the scheme should proceed and Paula agreed to sell the tickets.

John tells the Committee that Jim is keen to carry on the what he does at the Hall and wanted to know where he stood, could he continue. Jim had asked John if Chris would have a word with him. Agreed that the Committee want Jim to continue and Tina will speak to him.

There being no further business the meeting closed at 9.17 pm. The next meeting is arranged for Monday 5th July 2010 at 7.00 pm at the Children's Centre.