
HEWISH & PUXTON VILLAGE HALL

Committee of Management

Christine Richardson (Chair) Sue Popperwell (Vice Chair) Jane Woolmington David Hares Simon Baker Pauline Pearce Donald Hill

Secretary & Treasurer: Donald Hill

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Minutes of the Committee Meeting in the Hall on Wednesday 8th March 2017

Present: Christine Richardson (Chair), Dave Hares, Sue Popperwell, Pauline Pearce, Donald Hill

10/17 Apologies

None received

11/17 Minutes of the Meeting held on 11th January 2017

Reviewed, agreed, and signed by the Chair.

12/17 Matters Arising

To note items completed per the January 11th Minutes

HALL REPAIRS AND UPDATING

Fire Doors - Push bars and notices in place. **Agreed** that the Assembly point notice not be put up because the outside area is such that safe assembly will be dictated by the nature of any fire.

Vermin Control - Done. Dave Hares to put Don Hill in touch with someone to cut back the hedges from the Hall.

Toilet Repairs - complete. Floor repairs to be done later.

Boiler Controls - External timed press-button (1hour) fitted but faulty; replacement in hand.

HALL NOTICES AND PROCEDURES

Electrical Certification - completed. Certificate to hand.

PAT Certification - completed. Certificate to hand.

Fire Equipment - re-positioning done. Inspection and certification done. Certificate to hand.

REGULAR MAINTENANCE

Septic Tank - Emptying not deemed needed by old Committee.

Oil Tank - Western Fuels provided oil refill and boiler repair on emergency basis and now undertaking fuel supply and servicing for the rest of the current lease period. Tank cannot be locked but Western Fuel advice the robbers drill their way into tanks anyway.

Cleaning - being done by Cleaning the Community, of WsM @ £13 per hour inclusive.

BANKING

Mandate complete. Online banking application on hold until after the AGM.

OTHER MATTERS

Advertising - Hall added to hallshire.com website.

Website - hire rates updated.

Flat Roof - Now repaired. The ceiling needs replacing, but with the cost of necessary insulation, it has been deferred until replenishment of the current account post the extensive but essential works just completed.

13/17 St Anne's Playgroup

The meeting discussed all sides of the timetabling, payment and relationship issues that have historically surrounded this hiring. It was deemed irrefutably clear that the context of this essentially commercial hiring (despite its charitable status as a parish service), was not a happy one. It was noted that firm hirings are only booked to the end of the current educational term. **The meeting agreed** that a letter be written to the Hirer expressing its concerns about the hiring, and also offering a specifically written Agreement for hirings beyond this current term. This Agreement would only hold as long as it was observed. The Chair and Secretary will liaise in creating and dispatching the appropriate document on behalf of the Committee.

14/17 To receive notice of representative member for WI.

The WI have appointed Sharen Hucker, of Bourton, as its representative member on the Committee. The Committee welcomed this positive development within the terms of the Charity Commission remit.

15/17 The Annual General Meeting, per the Charity Commission Trust Deed, will take place on March 21st 2017. It will be immediately followed by an Ordinary Meeting of the newly elected Committee per paperwork to be publicised on 10th March.

The meeting closed at 8.30pm