

Minutes of the Enford Village Hall Committee Meeting Held on Tuesday 17th January 2012

Present:

Committee Members: Judy D'Arcy-Irvine, Steve Becker, Glenda Clark, Lesley Brown, David Spencer, Adrian Orr, David Harbottle, Martin Webb, Jane Young

Rory Plank and Alex Brown attended representing the Red Lion Football Club

Lynne Derry attended representing the Great Bustard Group

The Chairman, Judy D'Arcy-Irvine, opened the meeting and welcomed all present.

1. Apologies:

Ollie Stagg, Hamish Scott-Dalgleish, Bruce Carter, Ian Fribbins

2. Minutes Committee Meeting 18th October 2011

Judy read through briefly and asked if all agreed they were a true reflection of the meeting. It was pointed out that a spelling error had been made to Spencer / Spence. Proposed by David Spencer and seconded by David Harbottle, the Minutes were agreed and signed.

3. Matters Arising

Music Licences. EVH already holds a Performing Rights Society Licence (PRS for Music) with an annual fee charged at 1% of the hall's income. If music is played at fetes, fireworks or parties etc, an additional Public Performance Licence (PPL) was required at an additional cost of around £23 per event. All user groups have to also hold a PPL to cover their activities.

From 1st January 2012, all community halls and buildings must have both licences if music is played, whether recorded or live music. Under the new legislation the PRS for Music organisation will collect fees for both licences, each with a fee levied of 1% of income i.e. the cost for the two licences will now be 2% of annual income. Hirers of the hall who need licences for their event are currently charged £21 towards the cost of the hall holding all licences, including the Premises Licence. This fee may need to be adjusted if costs continue to rise.

Premises Licence and Alcohol. A full Premises Licence is held by EVH at a current annual cost of £180. The Licence is issued by Wiltshire Council and covers the provision of alcohol and other licensed activities within the designated opening hours for the hall. In order to meet the requirements for serving alcohol a Designated Premises Supervisor (DPS) is required. The proprietor of The Red Lion, Guy Manning, has agreed to take over the responsibility from Paul Jackson who has now left The Swan at Enford and resigned as DPS.

Deputy Chairman. Steve Becker has agreed to take on the role of Deputy Chairman for EVH. Judy thanked Steve for agreeing and said it would be a great help.

4. Treasurer's Report.

The Treasurer, Glenda Clark, reported on the accounts as at end of December 2011. We are now half way through the EVH financial year (1 July – 30 June). There is £6,070.65 in the current account, with some cheques and invoices still to clear, and £3,587.93 in the deposit account. The actual worth of the account is £9,128.98 with a further £20,000.00 invested in a high interest account. These figures are in line with Judy's income/expenditure forecast for FY 11/12.

Glenda reported that the deposit account is only generating 12p interest per month and suggested transferring £3,578.93 from the deposit account into the high interest account to generate higher interest. This will help increase the contingency fund for repairs and renewals in line with grant providers' recommendations. It was asked if there would be a penalty for withdrawing money within the year. There will not be a penalty but would accumulate less interest. It was agreed by the committee to transfer the money from the deposit account into the high interest account.

5. Chairman's Report.

Chairman Judy D'Arcy-Irvine thanked the volunteers for rubbing down and re-varnishing the outside window sills and doors. More volunteers will be required in April / May for the annual redecoration of the inside of the hall to keep it in good order. There are five tins of paint in stock so no cost will be incurred. Depending on condition and need, next year it may be necessary to employ someone to make good and decorate the building including woodwork, ceilings, changing rooms etc. The booking forecast is looking good for this year with the possibility of it improving. There are four joint partner community events taking place at the hall this year including The Queen's Diamond Jubilee. Judy has approached a Zumba dancing class and a Slimming World consultant and asked if they would consider running classes from EVH. The Zumba class have not responded yet. Slimming World would prefer to have a bigger hall nearer to Pewsey as they already run groups locally.

The Parish Council have agreed to donate £700 from the Precept for 2012/2013. Enford Community Fund (ECF) has made a donation of £750 to EVH from the 2010 Fireworks event and 2011 Fete. At a meeting with ECF they said they have had accounts audited for 2009 / 2010 / 2011 and will publish the accounts in the Enford Newsletter. They rejected the VH suggestion to have a reciprocal arrangement with a member of the EVH committee attending ECF committee meetings. They were not happy with the request that any EVH out of pocket expenses should be covered if one of the ECF events was cancelled, or did not go ahead, and did not agree with an annual review of charges and arrangements. They did however agree to give credit to, and include, EVH in their publicity material as providers of the facilities on behalf of the community. Both donations are very welcome as they help supplement EVH costs of maintaining the grounds for the whole community and are also crucial in helping keep charges down for local residents and clubs.

6. Maintenance Officer / Grounds Officer Reports

Maintenance Officer David Spencer also thanked the volunteers for helping with the outside maintenance of the hall. There had been no volunteers yet for a Deputy Maintenance Officer. During a recent power cut, the emergency lighting kicked in with no trouble during a keep fit session. Everything seems to be running well with no problems to report. Five trees have been planted in the grounds.

Grounds Officer Hamish Scott-Dalglish was not present at the meeting. The annual bill of £673 for the maintenance of the grounds had been submitted. It was slightly higher than budgeted due to servicing and repairs to the mower, but this is only done every two years.

Judy said thank you to both Hamish and David for their hard work, time and commitment in maintaining the grounds and hall.

7. Football Club Report.

Ollie Stagg was not present at the meeting but had sent information to Judy to update the committee. He had submitted an article to the Salisbury Journal about Enford Football Club. The Journal delayed printing it, as it would have been overshadowed by an article about Salisbury FC.

It will be printed this week and hopefully encourage players to join the Enford team. If successful, Enford FC will continue to run a weekly advert in the Journal. There is a further Football Foundation meeting at the end of May by which time the FF will need to see that progress has been made in getting Enford FC up and running for the next Season starting in September 2012.

Alex Brown and Rory Plank from the Red Lion FC attended the committee meeting. They attend a training session once a week using the gym at Trenchard Lines, Upavon. There are 20-30 regular players from the Red Lion FC and from Figheldean, with some players who do not play for a team. The football season runs from September to April. Midsummer is the usual time for teams to sign up players and so they may be able to direct some players to Enford FC. It was suggested that a fixtures list for matches be included in the Enford Newsletter. The dates are advised to the FCs late in the previous month and unless they are received in time for the Newsletter deadline they would be out of date, but if possible it was agreed it would be a good idea.

Some players have recently sustained injuries e.g. sprains and strains due to the rabbit holes in the pitch. If the holes are filled in the night before in preparation for a match, they are back again by the morning. Jane Young will discuss the problem with a ferreter and arrange for him to come. It was suggested that he should be asked on a regular basis to try and keep the problem under control. The Football Foundation had advised that in their experience ferreting was the best option. The FC had had a few problems with the owner of the next door field, and Steve Becker said he would have a word with them. Rory reported that there is also an added problem with dog mess being left in the field. A notice will be put in the Newsletter asking dog owners to pick it up and dispose of it properly. In answer to a query, Judy reported that the hall has been designed to enable the changing facilities to be used at the same time as another event in the main hall. Generally there have been no problems, but she thanked the Red Lion for re-arranging one match when a children's party wanted to hire the recreation ground at short notice.

Film Club Update

The contract with Moviola has now ended and Enford has its own film club run by Martin and Margaret Webb. Films will be hired from Filmbank giving flexibility and a wider, more up to date choice of film. Martin handed out the income and expenditure costs to date. The start up costs were £190.00 inc £150 deposit to the Filmbank which is refundable if and when the contract is cancelled. In October 2011, the screen, projector, blu-ray DVD player and sound system were trialled to a private audience. It worked well and the bar made a profit of £10.90. In December 2011, a family film was shown to an audience including 25–30 children at a cost of £5 per adult and £2 per child. (No bar) The cost of the licence/dvd was £109.78 leaving a profit of £9.20. The event was considered a success, and there are plans to have family viewings 3 – 4 times per year. Jane Eyre is being shown on Tuesday 24th January. 34 tickets have sold so far, it is estimated 40 – 45 tickets will be sold. There is a loyal crowd of approx 40 – 50 people so a profit of £70 - £80 is forecast per showing.

8. User Groups

The Great Bustard - Lynne Derry

Bookings for February weekends are filling up. The visit today was very cold and short. More birds are to be imported each year up to 2014. A few birds have been killed by foxes. Visitors park and meet in the EVH car park and are taken to the Bustard site by mini bus. The toilet facilities are available for their use. A £1.00 per person donation is made to EVH. The arrangement is working very well.

Gardening Club - David Spencer

The next meeting is on 9th February. Peter Biggs will be bringing plants to demonstrate and sell. The size of the group varies but the sessions are usually well attended.

Short Mat Bowls – David Spencer

The club is supported and running well.

Camera Club – Martin Webb

There are approximately 25 people on the books with a regular attendance of between 10 and 15 people. The 2012 calendar sold well with 5 remaining at a cost of £7.50 each.

Youth Club - Jane Young

All is going well. The Christmas Carol Service at Enford Church was very successful; it will be repeated this year.

9. Fund Raising Events

Steve Becker has arranged for an evening of live acoustic music at EVH on 17th March 2012. Doors open 7.30 pm and it will finish 11.00 pm. Tickets are £5.00 in advance or £6.00 on the door. All proceeds in aid of EVH. They will be rebooked if the evening goes well. Steve would like to get new people involved.

Martin Webb knows of a rock band who are trying to get established and are looking for cheap venues where they can perform in the Spring, possibly for the Jubilee. Steve would like to purchase 'rope' lights which can be put up for events and then taken down. They would brighten up the outside of the hall for functions. A suitable 7.5 metre length is £26 and 4 lengths would be required although they can be purchased one at a time as they fit together. He also suggested spot lights for the stage area at approximately £45.00

The possibility was discussed of purchasing a second folding stage to match the one at the hall which is too small on its own. It would cost approx £800 unless a second hand one could be found. It was agreed to leave the stage until a later date and possibly make an application to the Area Board in the next FY for a grant towards the cost. It was agreed to purchase 'rope' lights for outside and spot lights for the stage area at a total cost for the additional lighting of approx £150 to £200.

10. Jubilee 2012 Event

Adrian Orr confirmed Wiltshire Council has awarded a grant of £900.00 to Enford to celebrate the Diamond Jubilee. Enford Community Fund will also donate £600 towards the celebrations. The cost of the hog roast is £650. The entertainment arranged so far is a wheelbarrow race, children's party, hog roast, live music and bar. The community will have a chance to vote between three plaques commemorating the Jubilee to be placed on the bridge once the repair is complete. The cost of the plaque will be absorbed by the contractors and not paid for by the village. In conjunction with the Camera Club, it is hoped that a photograph album will be put together of villagers standing on their own doorstep in front of their houses to make an historical record. This will be on show at the hall during the evening celebrations. Judy had asked local musician Bertie Long if he could perform during the evening and he had agreed. Adrian asked for his contact details and Judy will forward. Glenda reported that a local band, Herd of Cats, have offered to perform for the cost of their expenses only. Bruce Waite will be approached to see if he can provide a trailer for the day to use as a stage. Jubilee mugs for the children have been designed by Bridget Holden. It was suggested that a TV might be set up to screen the celebrations in London and the flotilla of ships sailing along the River Thames. Volunteers are needed to help with the Jubilee arrangements.

11. AOB

It was proposed that a free standing notice board for EVH be installed at the entrance to the playing field so people passing by can read information about the hall and activities. Steve Becker handed out a summary of suitable notice boards. It was suggested that it be fixed with metal poles as opposed to wooden poles. The cost will be approximately £300.00. No objections were raised and it was agreed by the committee for Steve to go ahead with the notice board. Judy had checked with the Planning Department who had confirmed that planning permission is not required subject to the notice board meeting certain criteria which will be adhered to.

As a matter of health and safety, Judy would like to purchase in the future a second trolley to stack and move the round tables. The tables are heavy and awkward and would be easier to handle stacked on a trolley with less risk of injury. This was taken into consideration and may be purchased when there is more money coming in as the trolleys are approximately £250 each.

Alan Merrett has donated a second hand hi-fi system to the hall. It will be fixed to the wall in the kitchen where it will be out of reach for children and less likely to be damaged. The speakers will be fixed to the wall in the conference room. The donation was accepted with thanks.

12. Date of Next meeting

Tuesday 10th April 2012 at 7.30pm

Judy thanked everyone for attending and closed the meeting.