

CROYDE VILLAGE HALL MANAGEMENT COMMITTEE  
Registered Charity 300840  
Croyde Village Hall, 1 Jones's Hill, CROYDE, North Devon, EX33 1LX  
website: [www.CroydeVillageHall.info](http://www.CroydeVillageHall.info)

Minutes of Croyde Village Hall management committee meeting held on  
Thursday 11<sup>th</sup> June 2009 at 7:30pm in Croyde Village Hall (CVH).

**Present:-** David Learmonth, Jane Pinchbeck, Rosemary Littlewood, Alina Ford, Amy Freeman, Paul Watkins, David Tebbutt (treasurer), Margaret Patten (chair), Douglas Owen, Mary Stonehouse, Richard Windsor (bookings secretary), Christopher Burrows (secretary).

**Apologies for absence:-** Paul Petrides, Liz Greenway, Rachel Brand, Vikki Worthington, Bill Patten, John Symonds, Paul Cole, Rose Cole, Paul Greenway.

**2. Matters arising from previous minutes:-**

The minutes of the previous meeting were agreed as correct, and signed by Margaret Patten (chair).

**Treasurer report:-**

Current account: £ 5,770                      Reserve account: £ 5623                      Bar float: £ 150  
Net total available fund of: £ 10,218 (including untouchable £5,000 emergency fund).

**Bookings report:-**

Richard reported that May was busy, June is looking very busy and in July almost every evening is already booked!. It was noted that the hall is very popular and is very well used during the evenings. Croyde Players have booked the panto again (Jan 2010) and in May 2010 a production of Ghost Train.

**Fundraising:-**

No report this month.

Our only major fundraising event planned is: **Ferret Racing!!!** on Friday 14<sup>th</sup> August 2009.

At the previous meeting Paul Greenway explained this amazing sounding event that is planned for. Paul is happy to sort it all out and to organise all the pre-event stuff but would like some help on the day:

The following names have been suggested . . . . .

Tony Bruce	-	M.C. (Microphone Controller)	Chris Burrows to ask him.
Paul W. & Chris B	-	Bar persons	
Paul Watkins	-	sound system and musical stuff	
Paul, David & Chris	-	general event set-up	
Liz Greenway & Margaret Patten	-	Head Chef, in charge of all things food	
David Tebbutt	-	turf accountant / bookie	

**ACTION:** Chris Burrows to liase with Paul Greenway to make sure this event happens.

**Extension project report:-**

The only remaining major item left to purchase is the drinks chiller for our new bar, Paul Watkins has investigated the options and a second hand chiller unit is hard to come by and still quite expensive. It was decided to buy a new unit for our new bar. Action: Paul Watkins to purchase a new chiller ASAP. The pipes and plinth are no longer needed.

cont.

**User group reports:-****Croyde Players**

The pantomime for this year is ALADDIN.

A production of "GHOST TRAIN" is planned for May 2010.

Croyde Players ran an amazing MURDER MYSTERY evening (Saturday 16<sup>th</sup> May) and raised an amazing £720 towards the new cooker, which has been fitted and is working well. Many many thanks to every involved with Croyde Players and to Phil Goodenough for fitting it.

**General maintenance:-**

Colin Brown (our maintenance man) has again been working very hard around the hall with help from Rosemary Littlewood. Various small works have been completed, door fixings, doorstops, painting of corridors & stairwells and repairs of damaged walls. It must be remembered, or we should all be reminded again that Colin and Rosemary are doing this work unpaid for the village hall, an enormous big thanks to them both.

The committee room blackout blinds have been adjusted and need picking up and fixing to the wall.

The "Ladies Toilet" sign has been ordered.

Hand dryer in men's toilet to be fixed – action Paul Watkins.

The boxing in of the pipes in the new ladies toilets and a cleaners storage cupboard is important and a couple more builders quotes are required before we can make a decision.

To comply with the Hallmark award:

Check location and supplies within first aid box & accident book – last checked 11<sup>th</sup> June 2009

Check location & condition of fire extinguishers – last checked 11<sup>th</sup> June 2009

Check emergency lighting operation – last checked 11<sup>th</sup> June 2009

**Any Other Business (AOB):-**

1. Rachel Brand very kindly held an open day and reported her findings, the conclusion by the committee was that we need to get the message out that Croyde Village Hall is here! is available for all and available for functions, parties, weddings, cinemas! and others things. Action: Chris Burrows

2. The new comfy red chairs have arrived, they look great & very comfy. Vikki Worthington has agreed to put our old chairs up for sale on Ebay. Many thanks to David Tebbutt for sorting this out.

3. Unfortunately Paul and Rose Cole are moving away from Croyde and will therefore be resigning from the committee. The committee sincerely thank Paul and Rose Cole for everything they have done for Croyde Village Hall in their years on the committee.

4. Review "hirers" document: A few comments came up together with a few spelling mistakes:~ Tables and Chairs to be staked away in storage cupboard – not around the hall.

All activities should end at 12 midnight (as per our licence).

From previous meeting, Amy Freeman's (our caretaker and key holder) mobile number to be available to all hall hirers and it's the hirer's responsibility to contact Amy to ensure and confirm the hall opening time. ACTION: Chris Burrows to amend document and post on interweb.

5. David Learmonth of Chapel farm advised us of his plans for main Village Hall Notice Board in 2009/2010. The committee agreed that in these times of hardship the prices should be the same as previous years. David will contact local businesses and sell the advertising space at a price that he feels achievable. Many thanks to David for sorting this out.

6. Outside lighting, it is recognised that the lighting around the outside of the hall late at night is not ideal, Paul Watkins is looking in to the options and will report back.

7. Previously the Whist Drive has commented on the lighting inside the hall, It was discussed that the current lighting might be reducing/fading?. Paul Watkins to look in to purchasing a new bulb for one of the lights to compare brightness's.

8. The existing 28 comfortable red chairs have been cleaned.

9. Hearing Loop – the W.I. would benefit and appreciate a hearing loop within the hall. ACTION: David Tebbutt & Paul Watkins will look in to the costs and technicalities of a hearing loop and the possibility of grants/funding.

cont.

10. Whilst Drive (Monday evenings) comment from previous meeting. Colin Brown to update and repair any whilst drive tables that need attention.
11. We should as a Village Hall recycle all the drinks cans. ACTION: Amy Freeman and Chris Burrows to look in to the options.
12. It's still probably about time to take down the Christmas lights? – action Keith and Jen Sweeps.
13. It was agreed we should have an open forum/public representation item at the beginning of every meeting. Croyde Village Hall must be open to all new ideas and be open to everyone to come down and give their ideas. ACTION: Chris Burrows to publicise.

**Date of next committee meeting:**~ Thursday 9<sup>th</sup> July 2009 @ 7.30pm  
Apologies for absence:- Christopher Burrows (secretary), Margaret Patten (chair).

**End of meeting.** 9.20pm close.

For official paper copy,  
Chair persons name & signature:~

Date of signing:~