**Brockenhurst Village Hall Management Committee**

**DRAFT Minutes of May 2015 Meeting**

Present: Janet Silver, Guy Lawrenson, Paula Anderson, John Cropp, Pete Moody, Liz Cropp

Apologies : None

Minutes of the last meeting accepted

**Matters arising:**

Outdoor Shakespeare not happening.

Hampshire Art for Recreation and Therapy no longer want an office at BVH.

Ralph will ask John if he could do the window maintenance during the summer down time.

Window locks that Tony Silver had have been handed to Ralph. More are available if required.

Winter car boot shelved because we doubt it would be a runner.

No room for proposed additional fridge in kitchen.

Village Events Committee not interested in using BVH site in any way and carnival not happening.

Forest Forge is not continuing with public productions other than the Christmas show which we have booked for Saturday December 5.

Optimum location for router to be investigated.

Casino booked for November 7. More information to follow.

Office informed of decision not to impose a booking fee for tickets for outside events bought from BVH

John Zani will make drinks trolley when he has a moment.

Staff  appraisals completed and follow ups under way. Many Thanks to JS and GL .

Weekly schedule will be displayed as requested.

**Marketing and Communjcations**

Encouraging increase in interest in using Hall for weddings. Booked for almost every available Saturday during Spring/Summer 2016.

Therefore, agreed to ask Textile Group to move monthly meeting from Saturday or consider using another room. Latter option only feasible if enough power points.

5 Star Swing Band was a great success. Bar for that and Tony’s School of Dance made £332

Recording of BBC Radio 4 Kitchen Cabinet also great success.To be broadcast on May 30 on Radio 4.

Proposal to book Simon King at fee of £1000 plus expenses approved with suggested ticket price £10 to £13. Several musical evenings proposed with groups such as Boom Town Rats, Clare Teal and Fairport Convention, and The Midnight Soul Sisters.

Other future bookings include motor caravanners for 2 days over New Year (£400), a Burlesque Event and the return of the 5 Star Swing Band and the Simon and Garfunckel show.

The Indoor Bowling Club is having to reduce its hours from 8 to 6 pw due to falling membership. Need to anticipate this trend in other groups with ageing membership.

Three new volunteers recruited for bar duties.

Agreed to purchase some round tables to replace rectangular for events such as weddings and to review and if necessary add to drinking glasses for the bar. Costs to be met from bar takings.

**Financial Report**

Figures show significant rise in net income for first 4 months, partly due to rise in lettings and part to reduced expenditure.

Needlework Fiesta thanked for generous ring-fenced gift of £2.7k towards upgrading light and sound facilities in main hall.

Cost of agreed and completed repairs and maintenance itemized below

**Maintenance and Repairs**

Finger guards for the hinge ends of the doors ordered(and since delivered). Cost £170.15.Caretakers will install.

Tanking of under-stage area: PM warned that in view of the nature of the area and the tanking process, there was no guarantee that the area would be made absolutely water-tight but it was decided on balance to go ahead at cost of ca £1000 because of potential for much needed increase in storage space.

£1200 cost of making door from Onyx room to Store did not include re-routing of fire alarm cable.

Barriers to entrance doors, comprising high and low level rails, will be installed in week beginning May 25. Cost: £200 .

Quote for re-laying patio paving outside Onyx room £500

“Rugmaster” has been bought. Cost £311.20

**AOB**

Temporary Accommodation for PCC: no problem in principle . Proposals for charging PCC for occasional use of additional accommodation agreed. Agreed that PCC could approach Hall caretakers for assistance on basis of ex gratia payment. GW to put proposals to JWi.

If PC move in, noted that the other changing room must be kept available as we already have 19 events booked in the next 6 months and which are likely to need it. Regretfully not possible to accommodate PCC furniture and safe.

*Request from Trust to comment on proposed permanent accommodation for PCC*: the Committee felt unable to comment without more information on the other options being considered for the site and the corresponding call on Trust funds.

If the current proposal for a permanent home for the PCC is approved, PA will advise pre-school of imminent loss/relocation of their garden.

Broken urinal: following discovery that urinal ordered as replacement did not match the model specified in Mildren’s manual, Mildren and West asked to explain apparent anomaly in identification of urinals installed by them.

Following failure to dispose on ebay or Gumtree, the taps and basins replaced in the ladies’ cloakroom have been sold for £100.

JS will enquire about availability of system for watering the shrubs to be bought with the money donated by FoB.

Dates of next Meetings: June 24 and July 15.

‘