

TINGEWICK VILLAGE HALL COMMITTEE MEETING

MINUTES for 1st APRIL 2019

Present: David Partridge Fran Marsden Julie Hart Colin Whitton

Apologies: Ed Maxwell Carol Doherty Pete Chamberlain

Minutes of Previous Meeting: 1) Agreed
2) Proposed: Fran Marsden Seconded: Julie Hart

MATTERS ARISING:	<i>ACTION</i>
<p>CHAIRMAN'S REPORT: The Chairman reported that Zoe Moorhouse had resigned from the Committee. A thank-you letter to be sent.</p> <p>S106 FUNDING: The ash tree in Pete's garden has been felled and removed. A structural engineer, Steve Bacon, has been engaged. It is anticipated that a site visit will take place w/c 8th April.</p> <p>SECRETARY'S REPORT: Carol's Memorial: Cheque received from the Parish Council. This was returned unpaid. A replacement has been received.</p> <p>A.G.M. : Advertised for the 15th May @ 7.30 pm.</p> <p>TREASURER'S REPORT: The balance for March was up by £886.95. It was agreed to go ahead with arranging to pay Anglian Water by direct debit.</p> <p>Replacement Chairs: It was agreed to purchase minimum quantities of the chairs previously circulated (Polypropylene & fabric covered) for evaluation.</p> <p>LETTINGS REPORT: Musical Minis are experiencing low turn-out numbers and therefore may not be viable in the future. Tribute Music Night: Little attempt had been made to clear up after this event (see attached). If these hirers wish to hire the hall in future a deposit should be considered.</p> <p>MAINTENANCE: No issues this month.</p> <p>FUND RAISING: Millar & Spencer Jazz Duo: Arranged for Friday 14th June at 8.00 pm. They will do 2 x 50 minute sets and provide promotional posters and set out the hall.</p>	<p><i>CW</i></p> <p><i>CW</i></p> <p><i>JH</i></p>

HEALTH & SAFETY:

A Self-Assessment Risk Management form was received from the insurance brokers Norris & Fisher, completion of which *may* result in a premium reduction. A quick look at the form generated the attached response which indicates that there are areas where we do or don't comply or are not applicable or practical. A policy document including the review of existing assessments and procedures together with the inclusion of new ones deemed relevant to be considered.

CW

ANY OTHER BUSINESS:

Role of Honour Board: David has found someone in Banbury that may be able to do the sign-writing.

DP

NEXT MEETING:

Monday 13th May.

Meeting Closed at 9.00 pm

**Circulation: DP, PC, EM, CD, FM, JH, CW.
P. Smith & A. Hawkins**