

UPTON VILLAGE HALL AMENITIES TRUST (UVHAT)

Minutes of the Meeting held on Tuesday, 11 January 2011 at 5 Orchard Close, Upton

Present: Mrs J West (Chairman), Mrs Y Collins, Mrs C Davies, Mrs C Hall, Mrs M Maytham, Mr B Simpson

1. **Apologies** received from Mrs C Lightfoot and Mrs L Shaw.
2. **Minutes of meeting held on 13 September and the extraordinary meeting held on 9 November 2010**

It was agreed that these were true records and could be signed off on Mrs Lightfoot's return from holiday.

3. **Matters Arising**

Licensing Act

Mrs West reported that this issue had not been dealt with because the regularisation of the land is on-going but it was generally felt that, as at least one member of the Committee would be required to take responsibility for the sale of alcohol at every function, it would be preferable to stick to the present arrangement.

At Mr Simpson's suggestion it was agreed that, as it is vital that we know where we stand and who would be made responsible should anything go wrong, Mrs West will contact the Vale for written clarification of their own advice. We also need clarification as to the role and responsibility of Mr Keith Robson at Ardington.

It was further agreed that we will then appoint a Committee member to be responsible for maintaining, updating and generally being aware of all issues regarding the licence.

Regularisation of Land - This matter is in the hands of the solicitor, Mr Simon Barrett.

Village Hall draft Trust Deed - Mr Simpson had redrafted paragraphs 7.2 – 7.4, as instructed. The revised draft had been circulated to all Committee members and approved unanimously.

4. **Finance**

Mr Simpson reported that having almost completed the extensive Village Hall improvements, we are left with approximately £3,000, of which £500 will be spent in the near future. This leaves a healthy working balance of £2,500 to cover unforeseen expenditure. It follows that any further expenditure on the Hall will require additional fund-raising. Hopefully, by next year we will have sufficient funds to finish the flooring in both the disabled and the gents' toilets.

5. **Drop In – Year end report**

Mrs Collins presented the end of year accounts which showed that, although we are still only charging 50p for unlimited drinks and biscuits, we still managed to make a healthy

profit. Although numbers attending each session fluctuated wildly throughout the year, with a high of 14 and a low of 2, the pattern of attendance has remained fairly constant.

6. Caretaker's report

Mrs West said that the replacement wall light that she had obtained for the entrance lobby had also been broken, with nobody coming forward to admit culpability. It was agreed that a printed notice will be pinned up informing people to 'hook the door back'. If yet another light is destroyed, we will have no option but to remove it altogether.

As it is far from clear how to use the heater in the meeting room it was agreed that an explanatory notice will be put in place.

The frost heater in the gents' toilet is not working. M & A will be contacted.

Cleaning – There are now 5 people on a cleaning rota, thus easing the burden on Mrs West.

Soap dispenser – Mrs West said that as a result of the refurbishment of the ladies' toilets it had been necessary to remove the soap dispenser from the wall. This cannot be reused and a new one will be needed. In the meantime, she has placed a free-standing soap-dispenser in the cloakroom.

Maintenance inspections - Mrs Collins suggested that, now the Hall is back in use, we should resume the regular maintenance inspections. It was agreed that this should happen as soon as Mrs West has updated the check-list of items to be inspected.

7. Entertainment report

Mrs West reported as follows:

The recent performance of Alice in Wonderland made a profit of £51 for UVHAT funds.

Skittles – Keith Walton of West Hagbourne is being consulted to help with the design of a baffle-board. It must be in place by March when the Hall has been booked by the Croquet Club. Ongoing.

Jumble Sale - This will be held on Saturday, 12 March. Mrs Lightfoot will be asked to see that it goes into Round & About in plenty of time..

Uptonogood – This cycle event is booked for 19 June.

Pimms & Pâté – Organised by Mrs Maytham and Mrs Davies, this event will be held on 14 August.

Howden Jones (folk group) – This group will be performing in the hall on Friday 7 October. Mrs West said that they will pay for the Hall and take their fee from ticket sales. She is thinking about a buffet to accompany this.

8. Future projects

Hand dryers in cloakrooms

It was agreed in principle that electric dryers should replace the roller towels in all three cloakrooms. M & A will be asked for their recommendations as to make and price.

9. Correspondence

Mr Simpson stated that he had received the Annual Lotteries Return for 2010 re the 50's Club. Two Committee members are required to sign the form and Mrs Maytham and Mrs Collins were appointed to do this.

10 Any other business None

11 Date of next meeting (to include the AGM) : Tuesday, 26 April at 7.30 pm

The Meeting closed at 8.15 pm

Yvonne Collins
Acting Secretary

20 January 2011