

**UPTON VILLAGE HALL AMENITIES TRUST  
(UVHAT)**

**Minutes of meeting held on Tuesday 4<sup>th</sup> September 2012 at 7.00 p.m.  
in the Village Hall**

**Present:** Mrs J West (Chairman), Mrs R Caffyn (Treasurer), Mrs Y Collins, Mrs C Hall, Mrs C Lightfoot (Secretary), Mrs M Maytham, Mrs B Padden, Mrs J Reid, Mrs G Smith

1. Apologies received from Mrs Shaw
2. Minutes of meeting held on 29<sup>th</sup> May 2012 were read by the Chairman, agreed to be a true record and signed by the Chairman.
3. Matters arising
  - Public Performance Licence (PPL): the treasurer reported that the position regarding PPL and PRS needed clarification. Mrs Caffyn will further research this and circulate a summary (Secretary's note: Mrs Caffyn's comprehensive report has been subsequently circulated by email.)
  - Air Ambulance recycling bin: Mrs Lightfoot reported that the Parish Council surveyed parishioners through Upton News. The conclusion was that no bin would be sited in Upton since it would have a negative impact on our own fund raising, coupled with the fact that there is an Air Ambulance bin in the Cockcroft, Didcot.
  - Pimms & Pate: Mrs Maytham reported that this event had realised a profit of £561. She said that it had been more difficult to sell tickets this year and it had been decided not to repeat Pimms & Pate in 2013. Mrs Davies and Mrs Maytham were thanked for their hard work in running this event.
4. Finance report: Mrs Caffyn presented a snap-shot of the financial position to date showing the total assets £14,667. She said that hirings were down in 2012 compared with the previous year due to the caravan rally being cancelled and there had been no election fee.

Booking rates 2012/13:

The treasurer distributed a spreadsheet showing a range of proposals for increasing hire charges. She suggested that increases be made to the following hirers:

	<b><u>Proposed Increase</u></b>
dog club	+ 7%
karate	+ 18.8%
party bookings	+ 22.2%

Mrs Caffyn will speak to Mr Hogan (Karate) and Mrs Parsons (Dogs) before increases are implemented. New charging would take effect from 1<sup>st</sup> October. Other hirings would remain unchanged.

5. Caretaker's report
  - Hole in hall floor: Mr True has inspected the hole and has agreed to carry out a repair.
  - Mrs West reported that Mr Fraser had replaced the tap in the disabled toilet.
  - Routine inspection: Mrs West will arrange for the inspection book to be reinstated and put into circulation. ongoing **JW**

Hall cleaning:

Mrs West said that the rota of volunteer cleaners was working well. It was agreed to put a note in Upton News requesting additional volunteers. Mrs Reid volunteered to join the rota. **JW**

  - Cleaning charges: Mrs Smith will research the cost of cleaning charges. **GS**
6. Entertainment/Fund Raising
  - "The Incredible Dr Guttman", a Karen Simpson production, has been booked for Monday 19<sup>th</sup> November at 7.30 p.m.
  - Skittles: no decision was made. This will be an agenda item for the next meeting.
7. Future Projects
  - Improvements to kitchen: Mrs West said that she and Mr Fraser will draft a plan for the new kitchen which must be fit for purpose. Features to include easy access to crockery. Committee to provide a wish list of equipment. **ALL**  
The provision of coat hooks to be taken into account.
  - Replacement of flooring in disabled and gents toilets, to match that in the ladies cloakroom. ongoing
  - Hand dryers – Mrs West will investigate the cost of AIRFORCE hand dryers. ongoing **JW**
8. Correspondence: none received.
9. Any Other Business:
 

Secretary to email ORCC bulletins to members. **CL**

Mrs Hall asked whether solar panels might be appropriate on the hall. This will be reviewed in Spring 2013 with a view to obtaining a free quote.

2 Tier Bowls Mats: Mrs Smith asked if UVHAT could help with funding of mats. Grants will be investigated by Mrs Smith. **GS**
10. Date of next meeting – Tuesday 30<sup>th</sup> October at 7.00 p.m.  
Meeting closed at 9.15 p.m.

