

Minutes of the MHT meeting held Thursday 4th January 2024

Present:- Bill Egerton, Yvonne Emery, Sue Davis, Sue Wintle, Maureen Morris, Sue Cottam, Maureen Cribb, Shirley Davies.

Apologies:- Sheena Deerness, Anthea Heathershaw.

1. **Minutes** of Committee meeting of November 23rd 2023 were approved.
2. **Matters arising** - **SueC** asked in future minutes, use first name & surname initial for clarity & brevity.
3. **Finance documents** were approved. Explanation from Bill re. Barclays & the need to delete past members & add new ones plus the paperwork involved. All present signed the Barclays mandate joint list. Anthea & Sheena will need to sign this & **Bill will organise**. Some **new trustees** still need to go to Barclays bank to complete their personal paperwork.
4. **Charity Commission** documents have been updated on their database. This includes names & contact information of trustees plus the 2022-23 accounts.
5. **Building repairs** update - Bill contacted four building companies. Abingdon Construction have not yet responded. Jolliffes are no longer in business. Trevor Stockley and Chris Norcott visited the hall January 4th. Norcott had a damp specialist with him. He offered to lift middle of flooring to look at condition. Said roof hatch would need making larger to make the woodworm treatment & lagging easier & safer to install. Also agreed rear loo floor could be lifted & tiling added plus suggested that instead of tanking the walls, a dry lining could be used. He could do the work after February & thought it would all take at least 3 weeks. **Committee** will need to consider timing & hall users & events booked.
6. **Lease renewal** - **Shirley, Bill & Sheena** will be meeting representatives from the Parish Council on Thursday January 18th 10am in St. Andrew's church rooms. They will discuss the length of the lease & some minor changes to the lease details which were discussed at our previous Trustee meeting. Maureen M expressed concern that Trustees would be spending money on repairs of a building owned by Salisbury Diocese & suggested the length was extended from 30 to 40 years. This will be suggested to the PC. After the MH & PC meeting, a joint letter would be sent to Salisbury Diocese which will include all the decisions & approved at the meeting.
7. **Fundraising events** - Very good feedback from everybody about the Salvation Army Xmas visit. SueD reminded **Bill to book** them for next year. The SA sent Bill a Thank You card for the £280 donation of money collected at the event.

Beetle Drive - **SueD coordinating**, Friday February 2nd 7pm. Max 40 people. Ploughman's meal to be included in price of £8. BYO. Caller sorted. **Yvonne** to ask Colin & Rita if they would be happy to cater. If they are unable, the **committee** will share the work. **Maureen Morris** sole contact number to take bookings. **Yvonne & Bill** to liaise over ticket & poster production. When booking, people to be asked about dietary requirements e.g. vegetarian, vegan, gluten free. Evening set up by **committee** beforehand. 6 games, break to eat, then 6 games. Condition of small tables discussed. 10 needed. **Yvonne** can loan one.

F.Y.I. Sutton Poyntz Society have Race Night on February 24th,

An evening with Ken Watkins - song, guitar & anecdotes. **SueC coordinating**. £5. Friday March 8th. Doors 7.30. £150 fee. 2 sets of 45 minutes. Break between. Concert seating format. BYO. Small tables & candles where there's space. Advertise locally first then if under-booked ask Ken & Angela to send the gig info out to their fan mailing list. **SueC to take bookings & create flyer**.

F.Y.I. Bill giving a talk in MH on Sutton Poyntz in the News in April. Proceeds to History Society. More info. later.

Summer event. BBQ. People bring food to BBQ themselves on BBQs borrowed by Committee who provide salads & desserts. Probably a Sunday in June/July. Calendar of other events to be looked at before deciding on date. (No SP Victorian Fair. Date of Ska event at Springhead? Other SP event?)

October event. Theme to be decided. Maybe a village meal on a similar format to a previous one.

8. **Interior** - Display of paperwork - Having looked at the legal requirements for the sharing of documents, Bill bought 2 wall flip display folders which can hold more permanent paperwork safely & tidy up the display wall. The flat wall board is for events & publicity. Curtains - generally agreed that new neutral coloured curtains would be good for the 5 windows. Decision re. whether to keep poles / replace poles / extend curtain area across gaps etc. at next meeting. SueC happy to order after measuring & decision made. Heating - Bill looked into wall hung Infrared heaters but due to gaps between windows are not suitable. They need to be hung from the ceiling. Bill has already contacted heating company to do PAT test & check safety of the Dimplex heater over the sink. Heater on right nearest rear loo needs checking for safety. Tidy up - Maureen M asked for a team to help her sort & tidy things. Store cupboard. Suggested moving out book shelves. Books to kiosk or charity. Tidy up team_- 2pm Monday 8th January **MaureenM, SueC, MaureenC, SueW, SueD** (& **Shirley** offered but may not be free.)
9. **A.O.B.** confirmation for SueC that 60 people for an event includes helpers
10. **Date of next meeting** at MH on Thursday February 8th 10am.

