

**Otterham & St Juliot Hall  
Committee meeting 30 May 2017**

**Present**

Mike Titchin, Trevor Griffiths, John Smyth, June Smyth, Paul Greatorex, Linda Greatorex

**Apologies**

Alan Evans, Dave Langley, Pam Langley, Sue Penny

**Minutes**

The minutes from the AGM were read and some amendments were made and agreed. Paul will make the amendments for review by the committee at the next meeting.

The minutes of the last committee meeting were read, agreed and, now signed, can be made available on the hall website.

**Matters arising**

- Paul's mobile phone number is incorrect. He will amend the list and resend.
- Solar panels still need cleaning.
- Community Lunch is now paying an increased hire price – to be reviewed in six months.
- The list of donors on the hall website has been updated.
- Amended links on the website now work but no web address available added for Marshgate Stores.
- It was agreed that all Committee members should send a photo of themselves to Paul and he will forward them all to Peter to put on the website.

**Treasurer's report**

This covers the period from 1/04 to 25/05/17.

Gross income in this period was £3125.71 of which deposits for bookings comprised £345.00. These represent the "damage" deposits for occasional bookings including the Tamar M/Cycle Club event in July.

Gross receipts from the Hall Whist Drives were £896.10.

Expenditure in this period was £1929.26 of which £30 represented refund of damage deposits, with Whist prizes totalling £311.26. There was also one Capital Expenditure item of £564 for the three new cupboards fitted in the store room area. SWW. Despite apparently setting up a direct debit arrangement with SWW in January, SWW decided to repay us the amounts deducted from our account the following day for each month. Despite calls to them requesting that their accounts department sort out the matter nothing happened and I have now paid the outstanding amount to them by direct bank transfer. Apparently we now have the option of obtaining our water billing etc from other providers as business users, and we might consider this option if an alternative supplier could be found.

**Bookings**

Bookings are steady. WI County has a craft day booked in November.

Community Lunch now have new charges for hire which brings them more in line with other hirers.

**Building maintenance**

- Tables and chairs now checked and cleaned.
- Chairs are now being stacked 8 high.
- Some hall lights have been replaced. Paul will order more tubes.
- Paul to buy more cleaning materials.
- Maintenance timetable for June is updating hall contents for insurance. Paul will update and forward to John to check the insurance.

**Future events**

- Strawberry Supper under control. Committee agreed details, including using Marshgate Stores for pasty supply. Paul and Linda to find bunting and strawberries to decorate hall. Hall decorating at 11am on 1 July.
- Coffee+ has dwindled to about three or four visitors. It was decided to stop after the June Coffee +. This will be reviewed in a year.
- Harvest supper – June to confirm Boscastle Buoys have us in their diary.

**AOB**

A hostess trolley has been offered for use in the hall but was declined as we have a hot cupboard in the kitchen.

**Next meeting** 1 August at 7.30

Meeting closed at 8.45