

**TURVILLE NORTHEND VILLAGE HALL  
MINUTES OF COMMITTEE OF MANAGEMENT MEETING  
8th October 2013**

**Present**

David Cairns (acting Chairman), Amanda Bucknill (acting Secretary), Rob Oldershaw, Mirja Robinson, Margaret Drage.

**1. Apologies**

Michael Wicks, Pippa Wels, Stephen Bucknill, Veronica Ramsay.

**2. Minutes of Meeting held on 19 February 2013**

Approved.

**3. Matters arising not covered elsewhere in Agenda**

None raised.

**4. Appointments**

- (a) Michael Wicks was appointed Chairman
- (b) Stephen Bucknill was appointed Secretary
- (c) Rob Oldershaw was appointed Treasurer
- (d) Pippa Wels was appointed Bookings Secretary

**5. Financial Report**

Rob Oldershaw reported that the income for the year to 31 March 2013 was £4,127.11 which included £1,750 from Turville Nursery School (one week less than the prior year) and £290 from elections. Expenditure for the year to 31 March 2013 was £2,404.94, compared with £6,049 in the prior year (which had included substantial maintenance work). The surplus for the year was £1,722.17.

Rob Oldershaw also reported that the income for 2013/14 to date amounted to £3,172 which includes Turville Nursery School and two elections. Expenditure for the same period was £605.

**6. Buildings, boundary walls and related maintenance**

In a written report, Michael Wicks suggested that the outside door and some of the inside doors need repainting, that the kitchen lino needs replacing and one of the kitchen cabinet doors needs repairing. He also noted damage to the walls in the committee room and that the pew needed re-staining. It was suggested that Cayla Twemlow knows a suitable maintenance person.

Cayla Twemlow and Mirja Robinson had carried out an inventory of the hall's contents. Mirja Robinson agreed to check whether there are enough teaspoons and tea towels.

**7. Gardens, hedges and related maintenance and inventory**

The garden was in satisfactory condition. However, it had been reported that there were many wasps in the bushes adjoining the terrace.

**8. Bookings**

Pippa Wels had sent a written report stating that bookings for parties, and walking and cycling events, had increased over the prior year. The Guides had made an overnight stay. One wedding, involving a booking for four days, had taken place.

**9. Website**

Veronica Ramsay had sent a written report noting that the website had continued to run well. There had been 645 visits during September 2013, peaking in mid-month. She also reported that the link to the Turville Times does not work and needs looking into.

#### **10. Marketing and Advertising Material**

Veronica Ramsay had sent a written report noting that the new materials are now available. Copies of the advertisement had been placed on parish notice boards, in the village hall entrance and in the bus shelters. The advertisement had also been included in the Hambleton valley magazine. She said that she will supply further copies of the marketing materials to those who wish to make them more widely available.

#### **11. Rates charged and Terms/Conditions to hirers of Hall**

The meeting noted that the rates and terms and conditions had been revised.

#### **12. Updating Constitution**

David Cairns and Stephen Bucknill have revised and modernized the constitution. The committee approved the changes. The revised constitution will now be submitted to the Charity Commission.

#### **13. Any other Business**

None

#### **14. Date of next Committee Meeting**

Tuesday 18 February at 7.30pm [subsequently changed to Tuesday 11 March at 7.30pm]. .