

**HORTON CUM STUDLEY**  
**MILLENNIUM HALL COMMITTEE MEETING:**  
**5<sup>th</sup> March 2015**

**PRESENT:** Alex Wood, Ruth David, Rachel Hawes, Catherine Barry, Lorraine Dixon, David Ramm (Tennis club representative)

**APOLOGIES:** Bex Hopkins, Colin Jenkins, Joan Smith, David Prosser, Liz Campbell, Sarah Foxcroft

**Matters arising:**

Pete Whittaker keeps a checklist of MH duties that are checked weekly. LD will review this and organise it into a format that records the renewal dates for statutory duties.

CB will bring copy of the contacts list for the MHC members to update mobile numbers.

AW will forward electronic copy of shutter operation, security and kitchen instructions to CB for adding into appendix 1 and distribution to MHC members with the minutes.

BH and LC met with Dale re: village website and LD will request feedback from the MHC for next meeting.

**1. Finance Report**

1.1. SF sent through the report. The current balance is £5085.02

## **2. Tennis Report**

2.1. DR presented a draft proposal for discussion and proposed a review of the current tennis club and MH agreement. It was agreed that the proposal should be circulated with the minutes for consideration by the whole committee as 6 members had sent their apologies.

2.2 Points 1-4 were not felt to be controversial. It was considered that point 5-6 would require further discussion.

2.3 It was suggested that any revised agreement would require a quarterly report, and that the agreement should be reviewed every three years to ensure that the original finances meet the current financial climate and that the forecast looks realistic.

2.4. The idea of a small club-house housing a toilet and small kitchenette was discussed. It was felt that this may enable the MH to continue to be rented out, and the tennis club to have a more permanent space and increase the sense of community within the village. It was agreed that LD would talk to An architect in the village to see if hey would be willing to look at imaginative ideas to make better use of the space in the existing building or the possibility of a small extension. Action LD. The options will be discussed at the next meeting.

2.5. It was felt that there should be a representative from the groups that use the hall i.e. toddler group. CB will ask Angela Lee who currently leads the Toddler group. AW will discuss with the gardening group and RH attends WI.

## **3. Hall Report**

3.1. Two cookers have been delivered and installed. It was noted that the old cooker had not been collected by the cook who damaged it.

## **4. Field Report**

4.1. Nil of note.

## **5. Bookings**

### **5.1. Bookings are healthy inc. wedding**

**5.2.** It was agreed that hiring the hall from [Friday 9am](#) to Sun noon would be £750 or £600 for villagers.

Booking email is: [Millenniumhallbookings@gmail.com](mailto:Millenniumhallbookings@gmail.com)

**5.3.** RD has organised the safari supper on [8th August 2015](#).

### **AOB:**

**6.1.** RH is organising a tree in memory of Marilyn Newbury.

**6.2.** RD raised the question of whether we should house a defibrillator by the MHC. Action RD to look at websites to investigate, costs and maintenance requirements

**Action log:**

<b>Action</b>	<b>By</b>	<b>Completed/<i>Completion date</i></b>
<b>CB will bring copy of the contacts list for the MHC members to update mobile numbers.</b>	<b>CB</b>	4 <sup>th</sup> June
<b>CB will ask Angela Lee who currently leads the Toddler group if she would be happy to represent the group at the MHC meetings.</b>	<b>CB</b>	Requested
<b>As above: AW will discuss with the gardening group.</b>	<b>AW</b>	4 <sup>th</sup> June
<b>Send minutes to David Ramm</b>	<b>CB</b>	Done

<p><b>AW will forward electronic copy of shutter operation, security and kitchen instructions to CB for adding into appendix and distribution to MHC members with the minutes.</b></p>	<p><b>AW</b></p>	<p>4<sup>th</sup> June</p>
<p><b>LD will review weekly MH duties held by Pete Whittaker and develop an excel spreadsheet to record the renewal dates for statutory duties.</b></p>	<p><b>LD</b></p>	<p><i>Completed</i></p>
<p><b>LD will request feedback on village website from BH the MHC for next meeting.</b></p>	<p><b>LD/All</b></p>	<p>Requested</p>

Chair signature:

Date:

Date of next meeting: Thursday **4th June 8pm**

Agenda points to CB by 28<sup>th</sup> May

Late agenda points will be added as A.O.B. if time permits

## **Appendix 1.**

AW policy to add here