

UVH Committee Meeting Wednesday 7th June, 7pm

Present:

Paula Alford, Colin Allbrook, Eileen Beer, Nigel Brown, Vanessa Buckpitt, Andrea Davis (County Councillor for Climate Change, Environment & Transport), Paul Henderson (County Councillor), Linda Holt, Gareth Homfray-Davies, Jane Laming, Sue Lewis, Sally Murch, Ann Page, Geoff Shallcross, Sam Stobbs, David Whiteway (GWR), Penny Wignall, Steph Wyeth

No	Item	Action
1	<p>Apologies Pat Shallcross</p>	
	<p>Paul Henderson - County Councillor</p> <p>Speeding traffic - There will be a review by Highways of all signage, yellow lines are to be painted outside the school and double white lines are proposed on Dorridge Hill to prevent overtaking. The legal process for the latter is protracted and may take some time.</p> <p>Broadband - Paul is investigating why Umberleigh is being circumvented and will report back.</p> <p>Paul introduced Andrea Davis & David Whiteway. Andrea explained her presence was as a result of concerns raised by Chittlehampton Parish Council over increased car parking at Umberleigh station. Andrea & David explained that GWR would like to develop Umberleigh railway station into a hub and provide better connectivity to South Molton, Chittlehampton and other surrounding villages. This expansion would require more car parking spaces than the existing 17 currently available and we were asked if the village hall would be willing to offer its car park to rail users. A number of questions arose from this, not least the reduction in availability of car spaces for hall users. It was agreed to consider the proposal and discuss in greater detail at our next meeting.</p>	<p style="text-align: right;">All - 5/7</p>
2	<p>Garden Show - 5th August 2023</p> <p>Linda reported on progress to date -</p> <p><i>Jane Laming has organised the judges for this years' show and Stella Levy has agreed to be a judge for the Art & Craft category. All categories have now been submitted.</i></p> <p><i>Janette Murch will again, organise the dog show and has a new judge, Jenny Ravenhill-White. She would like to start at 2.00pm</i></p>	

	<p><i>directly after the show has been opened.</i></p> <p><i>The O.N.O. band has agreed to play again at the show. The bar has been booked with The Bell. The photographic categories have been publicised and posters distributed. The Choir, Making Waves, will sing during the interval when the band have their cream teas. I have not yet managed to get a VIP to open the show. Any ideas???</i></p> <p><i>The schedule is almost ready to go to print. Just need a VIP name to add.</i></p> <p><i>Dave Balchin, Chimney Sweep has asked to be a sponsor this year. Janette is to confirm with Mike Adey that he will sponsor the dog show.</i></p> <p><i>Craft stands – I have emailed last years’ stand holders to see who would like to attend this year.</i></p> <p><i>Car boot sale – last year we advertised the car boot on Facebook and this worked well. We had 10 entries and all cars were pre-booked to allow us to control the numbers. It was felt that this should be contained to small numbers otherwise it could take over from the garden show as the main attraction.</i></p> <p><i>Gareth will be organising the craft stands, car parking and any other outdoor jobs! He will need to mark out the area for the dog show which was previously done by Tony.</i></p> <p><i>I have checked with Hockings re: ice-cream and their prices are the same as The Rising Sun. Andy, (Rising Sun) confirmed that their ice-cream is freshly made whereas Hockings is all pre-made and frozen. Do we want to ask Andy to provide ice-cream again?</i></p> <p>Suggestions were made for a VIP to open the show, it was agreed to increase the number of spaces for car booters to 25, if space allows. Eileen will ask the WI if they can serve the cream teas. Paula requested an area for childrens’ games.</p>	EB
3	<p>Minutes of last meeting on 12th April 2023 Agreed & signed.</p>	
4	<p>Matters Arising</p> <p>See below</p>	
5	<p>Pricing for future Rentals</p>	

	<p>The increase in rental prices was agreed. The website will be updated and will be effective immediately on new bookings. Existing agreed bookings will remain at the old rate. If set up is required, then a set up fee should be charged.</p>	NB
6	<p>New Marketing Material</p> <p>Nigel's poster advertising the Hall was approved for immediate display. Sam & Nigel are to liaise on further marketing material for social media use and local display.</p>	NB & SS
7	<p>New Terms & Conditions</p> <p>Option 1 on updated terms & conditions agreed.</p>	
8	<p>Grants</p> <p>Following our unsuccessful application for Lottery funding, Nigel advised that we must demonstrate consultation with the local community for future funding applications. To this end a questionnaire is to be designed and investigations made into the best way of reaching the various end users of the Hall. Geoff to send Nigel old questionnaire on Hall extension for reference.</p> <p>Treasurers Report – Expenditure was £3,700 with £1,085 income, gross £2,066 making an overall loss of £1634. The bank balance is £18,000. Nigel stressed the importance of increasing our income and this will be discussed by the Events team at the next meeting.</p> <p>It was agreed the repairs to the lighting should go ahead as this was a safety issue, £1800.</p>	<p>NB&SS GS</p> <p>AP</p> <p>JL</p>
9	<p>Hygiene Regulations</p> <p>Vanessa advised following consultation with the Environmental Health Officer for North Devon a notice regarding allergies & intolerances will be displayed.</p>	VB
10	<p>Handwashing Facilities</p> <p>Hot water too hot in ladies' toilets & currently switched off as a result. Paula obtaining quotes to improve the facilities.</p>	PA
11	<p>Defibrillator Costs</p> <p>A new 4 year contract, effective from 22nd May 2024, costs</p>	

	£1,800 + VAT for the first defib, then £1,000 +VAT for additional ones. If Parish Councils pay the bill they can claim the VAT back. The each village could pay £1,400. Can we ask Atherington PC to pay the whole invoice and Umberleigh then pays Atherington £1,400? Jane to liaise with Chris Allbrook.	JL
12	Cleaner The standards in the Hall to be monitored. Please advise John if anything is amiss.	All
13	Broadband Update With Paul Henderson to investigate.	
14	Hallshare Meeting 6th July, Anstey No-one available from Umberleigh to attend this meeting. Jane to offer our Hall for a future meeting.	JL
15	Assetgoods of Torrington Supplier of refurbished appliances, recommended by Burrington Village Hall.	
16	Snow warden Who grits our car park in the snow? Can we have a grit bin? Pat to raise with Chittlehampton Parish Council.	PS
17	Welcome Sign Approved. Jane to arrange production.	JL
18	What3Words Nigel to put What3Words location of UVH on our website.	NB
19	PAT Testing Monday 19 th June 9am, by Ben Cook. Geoff to liaise.	GS
20	Roof Guarantee Jane confirmed 20 year guarantee from March 2013.	
21	Regulations Diary Agreed to have a yearly diary of health & safety, compliance	

	activities. Jane to organise.	JL
22	Contact Details of Willing Helpers It was agreed to keep with Ann Pages' list of residents.	
23	Circulation of Minutes It was agreed to publish our committee meeting minutes on our website.	JL & NB
24	Appointment of Co-opted Trustees Following Trevor Wilson's query at the AGM concerning the appropriate time for the co-option of trustees, Jane advised that she sought further clarification from Martin Rich at Devon Communities Together. He advised: <i>" if it is a case of the current elected trustees being reappointed and there are co-opted members that it is wished to retain, then it is reasonable to take the opportunity to re-affirm these co-options. In a perfect world such situations would be addressed procedurally, but it is hard enough to get people together for meetings without creating the need for additional processes. So, whilst your former member is technically correct in terms of best practice, the procedure you recommended is the practical way forward and gets the committee re-constituted in the most effective and timely way, without burdening trustees with extra measures. "</i>	
25	Antique Fair – 23rd July Set up on Saturday 22 nd July at 4pm. Vanessa in charge as Jane away, but back for 23 rd . Helpers: Geoff, Rob & Ann, Geoff, John Andow, Nigel. Ann organising catering & kitchen rota. Nigel to pass float to Sue Lewis on Sat 22 nd .	
26	Any Other Business Paula – Thank you letter on its way from Devon Air Ambulance for donation following Christmas collection £190. Paula – Last Night of the Proms catering - the Whiddon Fryer requires a minimum of 42 people & charges £9pp. To discuss at next meeting. Geoff – Landkey Brownies requested a sleepover booking, approved	
27	Date of next meeting – Wednesday 5th July 7pm in the Pub	