

UVH Committee Meeting Wednesday 17th January 2024, 7pm

Present:

Paula Alford, Colin Allbrook, Eileen Beer, Vanessa Buckpitt, Chris Hart, Jane Laming, Sue Lewis, Steph Munday, Sally Murch, Ann Page, Geoff Shallcross, Penny Wignall

No	Item	Action
1	<p>Apologies Nigel Brown, Sam Stobbs</p>	
2	<p>Minutes of last meeting on 8th November 2023 Agreed & signed.</p>	
3	<p>Matters Arising</p> <p>Sign for hand washing facilities in ladies loo – not needed, heater not to be used. Cold water & soap is all that is needed.</p> <p>Hedge cutting – Scheduled for Sunday 28th January. Signs to be put out to stop cars parking.</p> <p>Key Box – Combination to be set & advised to relevant people.</p> <p>Skittle alley – Geoff & John to investigate condition of skittle alley.</p> <p>Garden Benches - one of the older benches has a supporting strut that needs replacing. John is going to power wash them.</p> <p>Tiles in Ladies Toilet – John advises this will cost as much to purchase & fix in place as plastic panelling. The pub is overhauling the Gents toilet so he will ask for an off cut of the panelling they are using.</p>	<p>GS JL GS & JA JA JA</p>
4	<p>Fire Alarm Incident</p> <p>A hirer brought their own heater into the hall, which activated the smoke alarms. The hirer then attempted to access the control panel themselves before contacting the caretaker in an attempt to silence the alarm. This resulted in damage to the control panel door & a call out charge for the fire alarm company. Penny & Geoff to meet with the hirer to discuss the issues & costs arising from this incident.</p> <p>The committee acknowledge that the incident has raised some issues: clear instructions for hirers in the event of an incident to be displayed.</p> <p>All hirers to be made aware of the existing terms & conditions not permitting their own heating equipment to be brought into the hall. Can we link this to the new booking system?</p> <p>Terms & conditions to be checked.</p> <p>A separate noticeboard to be purchased for specific Hall info so</p>	<p>GS & PW GS& NB NB & JL</p>

	it doesn't get lost in other advertising material.	JL
5	<p>New Booking System</p> <p>Calendar of activity very clear. Penny advised that calendar is not easily viewed on an iPad. Nigel to investigate. Sections of Hall to be listed separately i.e. Car Park, main Hall & meeting area. Invoicing via the system to be implemented.</p>	<p>NB</p> <p>NB</p> <p>NB</p>
6	<p>Sound System & Grants</p> <p>Nigel, Bernard & Colin visited a hall with a new AV system, all controlled from a laptop. Bernard to refine our requirements & obtain more quotes by mid February. Penny would like to see a new grant application in soon!</p>	<p>BW</p> <p>NB</p>
7	<p>Treasurer's Report</p> <p>Bank balance £19,462. £15,000 moved to a deposit account earning 1.3% interest.</p>	
8	<p>Events</p> <p>Christmas dinner & dance - 60 people attended £135.75 profit after all costs. £100 to UVH for electricity costs & £35 to Air Ambulance. 2024 event will be Saturday 14th December. Libbaton Golf Club gave £20 donation for their use of the bingo machine. Coffee morning raised £121 for defibrillator fund. Ann suggested that this be a quarterly event. An advertising board should be placed outside to catch people off the train as well as passing traffic. Burns Night 27/1 - 70pp attending so far. Ann ran through the details of the event. Sally to purchase cheese & Sally, Penny & Ann making desserts. John running the bar. Pricing to be discussed with him. Car Boot - Sunday 24th March 10am-1pm, set up from 9am. Tabletop in Hall, 1 table per person, 18 max. Car booters in car park, not on grass, max 10. £10 per table or car. Bacon rolls etc. to be served. Jane to liaise with Sam re advertising.</p>	<p>SM&PW</p> <p>JA&AP</p> <p>JL &SS</p>
9	<p>Antique Fair</p> <p>Dates for the year are: 28th April, 23rd June, 22nd September & 24th November. Paula organising rota for kitchen with the school to provide 2 helpers per event. At the end of the year, school will receive 25% of profit from all 4 events. All dates</p>	

	nearly full. Nigel preparing new artwork for leaflets.	NB
10	<p>Update of Parish Council Meeting</p> <p>Defibrillator fund raising total is £1732. Funds over & above what is needed will be held by UVH in reserved funds for when payment is needed in 4 years time. Chittlehampton PC has given £207.</p> <p>A Planning sub-committee is to be set up, Paula will be the Umberleigh rep on it.</p> <p>The Parish Clerk is to contact Richard Sable of Highways to ascertain the responsibility of the fencing alongside the road from the railway bridge running down to the station entrance.</p> <p>No news on Snow Warden scheme. To be chased with Clerk.</p>	PA & JL
11	<p>Speed Watch Update</p> <p>Chris Hart advised that he had 8pp willing to take part from Atherington. Paula advised a further 2pp from Chittlehampton. More people are needed from Umberleigh. Steph to liaise with Ann to publicise to Umberleigh residents. Deadline 31st January for volunteers to sign up.</p> <p>A Police Officer came to the Parish Council meeting and advised that once the group was complete the practical training could be given.</p> <p>Publicising the group should also take place via the school newsletter.</p>	<p>SM & AP</p> <p>SM & PA</p>
12	<p>Spring Clean</p> <p>Saturday 24th February 10am All villagers welcome to help keep the Hall in pristine condition. Sue Lewis to create a task list& an inventory to be produced.</p>	SL
13	<p>Any Other Business</p> <p>Sue Lewis – underside of tables to be cleaned and chewing gum removed.</p> <p>Paula – Kitchen help offered for Panto. Chris Allbrook to advise.</p> <p>Geoff – railway side windows to be painted.</p> <p>Colin – Chris Allbrook very pleased with the fund raising for the defibrillator, thank you to all involved.</p>	<p>JA</p> <p>CA</p> <p>JA</p>

	<p>Eileen – passed on comments received praising the carvery Christmas meal and buffet style presentation, also table layout was better for conversation.</p> <p>Penny – huge thanks to Ann for organising the events for the Hall. No mean feat bringing them all to fruition. We are all very grateful for her hard work.</p>	
14	Date of next meeting – Wednesday 13th March 2024, 7pm in the Hall	

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