CODFORD VILLAGE HALL MANAGEMENT COMMITTEE MINUTES OF THE MEETING HELD ON 23RD MAY 2019 AT 7.30 PM IN THE CHAIRMAN'S HOUSE.

Present

John McIntoshJMChairmanPhil DollingPDSecretary

Karl Cleife KC

Apologies

Murray McLeod-Jones MMJ

Don Bartlett DB Vice Chairman

Item		Action	
1	Welcome:		
2	Minutes of Last Meeting:		
	Agreed correct		
3	Matters Arising:		
	Door lock to be fitted waiting for part	JM/PD	
	2. Chairs for hall: No further action for now until accounts are fully sorted.		
	3. Review of roles and responsibilities of committee plus updating of the paper records to meet "Hallmark" standards - ongoing	PD/JM	
	4. Karl Cleife to meet with Sue Mitchell to discuss how to audit hall bookings etc	KC	
	AGM notice to additionally be put on Garage noticeboard and CVH Notice board	PD	
4	Treasurer's Report:		
	 Meeting with outgoing Treasurer held, accounts all done off hard copies which are at the accountants and so difficult to understand figures for now. 		
	 2. Current account balances: a. Treasurers Account as of 12th March - £1,774.05 b. Village business current account as of 12th March - £5,080.49 c. Capital Savings as of 9th May - £20,009.83 d. Balancing account as of March £1,156.90 		
	3. Karl to push ahead to get signatory access and then he can be more accurate4. Electricity increase in bill seems to be that the limited time tariff was allowed to expire which allowed a doubling of the rate and nearly quadrupling of the standing charge.	КС	
	 a. KC appealing to npower to honour the old rate because we are a charity. 		
	 KC also taking this up with the "switching" company to see where there is liability and why they allowed this to happen. 		
	c. It was pointed out that for 3 months before the disconnection notice was issued, the final demands were not brought to the committee's attention and it was therefore a surprise to the committee when the supplier turned up and threatened to cut CVH off.		
	 i. This is a lesson we need to learn. Review of the documents to be carried out by the committee 5. KC to get copy of audited accounts when they are returned from the 	KC	

	20 th June 2019			
9	Date of next meeting:			
		discussion agreed that this was suitable		
	5.	Question raised about the suitability of current file storage facilities. After		
	4.	Do we need planning permission?	MMJ	
		VAT. Investigate if we can claim VAT back		
		Idea is the company fund raise the cost but then CVH pay the delta and the	KC	
	2.	Check that they don't squeak	MMJ	
		the tennis courts?		
	1.	Outdoor gym equipment site to be agreed; boules court or the grass behind	MMJ	
8	AOB:	a, and addition of an income breath at a trial matters		
		by the boules court. Permission given by CVH Trustees		
		Request for the bicycle repairman to be able to operate on the hard standing		
0		1st instalment of the precept for the development fund has been paid.		
6	2. Follow up on new members JM Parish Council matters:			
	2	time for an update of the trust deeds. This will be done by the AGM	10.4	
	1.	CVH charity is 70 years old on 30 th May 2019, Chairman suggested that it was	JM	
5		ford Village Hall Issues:		
		in line with previous minutes	KC	
	7.	KC finalising the documents to amend the signatories for the bank accounts		
		Treasurer can audit the work.	KC	
	6.	Suggestion that we should pay a bookkeeper to do the accounts and the		
		accountants	KC	

Signed on original: