

South Kyme Coronation Hall Management Committee

Committee Meeting Monday 20th August 2012 at 7.30pm

Present : Mr T Styles (Chairman) Mr J Purvis (Treasurer) Mrs K Doyle (Secretary)
 Mr P Bettis (Golf Club) Mr R Creasey (Bowls) Mr M Head (Tower Newsletter) Mrs B Starbuck (Co
 Opted), Mr R Eddowes (Boules) Julie (WI)

Apologies: Mr R Howes (Co Opted), Mrs J Phillips (Keep Fit)

Topic	Discussion	Action
Chairmans Opening	The Chairman welcomed all the committee members	
Public Open Forum	Nobody present ,therefore no comments put forward.	
Minutes of last meeting	All received and agreed the minutes of last meeting as a true record. Signed by Chairman, proposed Mr P Bettis, Seconded by Mr J Purvis	
Matters Arising	<p>Jubilee- The event was a great success, thanks to the donation of £333.33 from the festival committee and the donation of £50 from Co-op. Mr Eddowes felt that if we are in a position to do so then we should have an annual event for free, to encourage the villagers to utilise the hall and all the facilities it has to offer all year round</p> <p>Choir – The Chairman has put the choir on hold due to illness and commitments of people involved in setting it up.</p> <p>Floor- no quotes have been received at present</p> <p>Accounts- The management accounts to 31 July 2012 were noted. £195+ VAT required for ventilator , Dave Tilley to go ahead with work, then all the outside work will be complete.</p> <p>Two donations received - £600 (Village Draw Fund) and £325 (Village May Day Fund). The Treasurer proposed these are designated for the purchase of new chairs. This was agreed unanimously. The Treasurer informed the Committee he had applied for a grant to help purchase 150 chairs along and for improvements to kitchen equipment and new crockery. Currently awaiting reply.</p> <p>Fire Alarm System- The alarm is possibly 17 yrs old and some elements may need replacing. It was noted it is not a requirement to have a functioning alarm under the current insurance policy. Following the initial investigation by S B Barkers they have quoted to replace all 7 smoke alarms in the hall for £329 + VAT. It was unanimously voted for these to be replaced (Mr J Purvis did not participate in the decision as the proposed contractor is a relative). It was agreed a further £179 + VAT could be spent if it proved necessary to replace the main panel.</p> <p>Constitution – all committee members had received the proposed draft version of this prior to the meeting. One trustee expressed her concern at her name appearing as a trustee on the Charity Commission website and will re-consider her position Mr M Head stated he did not want to be a director of the new company in 2013.</p> <p>Mr J Purvis is seeking legal advice especially on the transfer of the hall and land to the new charity and aims to report again at the next meeting.</p>	<p>Mr P Bettis</p> <p>Mr J Purvis</p> <p>Mr J Purvis</p> <p>Mr J Purvis</p>

	<p>The Committee agreed to</p> <ul style="list-style-type: none"> • initiate the process to re-constitute the Hall as a charitable company, limited by guarantee • adopt the Charities Commission pro-forma Memorandum and Articles of Association (M & A) • include the following objects clause “the provision and maintenance of a Village Hall in South Kyme with the objective of improving the quality of life for all residents of South Kyme” • form the company/charity with the current trustees as the initial trustees of the new charity (excluding Mr Head, at his request) • set the minimum number of members /trustees for a quorum as 4 • include indemnity clause option 1 (but seek legal advice) • seek pro bono legal advice on the process. If this is not possible then quotes will be obtained • aim for the new charity to be established in early 2013 with a view to transfer of assets and commencement of trading on 1 May 2013. • Inform current organisations represented on the Committee, and the wider village, once we reach the point at which the process and timetable are clear. The process should allow sufficient time to listen to and respond to comments from other organisations and residents <p>The Committee also agreed that the M & A would not specify how members/trustees are recruited. This would be an internal procedural matter. It was agreed initially</p> <ul style="list-style-type: none"> • At least annually, to invite expressions of interest from local residents to become a trustee • Applicants should be over 18 years old, but would not necessarily have to reside in the village • Applicants would be subject to interview and selection criteria e.g. re skills, experience • It would not be a necessity to have representation from the Parish Council, the church or hall user groups but it was highly likely that a good mix of representatives from them would always be present on the Board of Trustees <p>This will be subject to further discussion at the next stage in the process.</p> <p>The changes were proposed by Mr R Eddowes and seconded Mr P Bettis. Mr R Howes and Mrs J Phillips (not present) had agreed to the recommendations in the paper circulated prior to the meeting and had not put forward any concerns regarding the changes.</p> <p>Hall Maintenance- Mr P Bettis said the internal walls have been re-touched with magnolia. However a full repaint will be required in the future. Picture rails need fixing back onto the wall. Date to be arranged for a small working party to complete this job</p> <p>Fire doors do not seem as secure as possible now they both open. Another push bar may be required. Mr P Bettis or Mr A Styles to ask advice from Mr Dave Tilley when next working in hall.</p> <p>Bookings- The chairman mentioned that there had been a small increase in bookings with several wedding receptions using the hall. The Parish</p>	<p>Mr J Purvis</p> <p>Mr P Bettis</p> <p>Mr P Bettis/Mr A Styles</p>
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A.O.B	<p>Council had also increased its number of bookings .The Chairman mentioned that when the Community Lincs website goes live then bookings may increase further. If so we may also need to think about increasing the hire charge in line with other village halls.</p> <p>Community Lincs- The Coronation hall is now on the website www.lincscommunitybuildings.org.uk, including pictures, list of activities available, contact names for sports clubs. There is currently an error with the coffee morning times, which will be changed. Site will be live in September.</p> <p>Cafe Kyme- From September the opening times are changing to 11am-1pm, with a trial of serving homemade soup and rolls as well as the usual cakes and coffee.</p> <p>Salvation Army- A donation of £130 was given following the 2011 performance. The Chairman felt it would be better to provide donation buckets throughout the evening, the proceeds of which would be counted and given to the Salvation Army. Funds raised from the sale of mulled wine/soup etc would go towards the village hall. He welcomed any other ideas for this year's performance, to be discussed at next meeting. The Salvation Army are booked for Mon 17th Dec at 7.30pm.</p> <p>Mr P Bettis was concerned that there was still not a surround in place on the Boules pitch. We could not compete against other teams as the pitch requires this to be in place. He thought that 4 x fence posts may be suitable for the job at either end of the pitch. Mr C Midgley had mentioned on a previous occasion that he would put the surround in place.</p> <p>The Chairman mentioned that stones had been put all over the Boules pitch and also there had been some graffiti damage to the front door of the hall, which will now need to be re-varnished. Anti –climb paint is needed on the gates. Two fence panels need putting in place at the rear of the hall. However it needs to be discussed with Mr Beckitt if he will pay for the panels to be put in.</p>	<p>Mr A. Styles</p> <p>Mr P Bettis</p> <p>Mr A Styles</p>

Meeting Closed 9.10 p.m.

Next Meeting 19th November 2012 at 7.30pm