**Small Dole Village Hall Committee**

**Minutes of the Committee Meeting held on Monday 21st January 2019**

**Present**: Jessica Sproxton Miller (Chair),)

 Janet Daly (Secretary), Pauline Beale, Leo Jago, and Roy Woolven

1. **Apologies.** Fran Barnard. **Not in attendance** Chris Warren
2. **Minutes of the last meeting**

Minutes of the previous meeting held Wednesday 15th October 2018 were approved.

1. **Matters arising from minutes.**

**Minor works** Sophie has successfully addressed the current problems, with things like the toilets and kitchen fitments to be looked at in future.

**Building maintenance check list.**

Janet has contacted Chris regarding maintenance check list with no result. Janet to follow up on this.

**Car park security**

ACTION Laminated signs to be produced. Prior to setting up chains users to be emailed with number to release chains.

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**Hall lettings** - see Chair’s report.

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**Garden & Arts** - Leo reported that this was not considered a viable proposition. It may be possible to organise our own day.

1. **Chair’s Report**

 Bookings are marginally up although we have lost an art class. However we have two puppy training classes starting and another potential user .The website information is certainly useful.

Our fundraising weekend with the Bluebell walk was wonderful and we hope to repeat it this year.

The stop tap issue has at last been resolved.

Issues with the Ladies toilet flush are in hand as we have Sophie to deal with most things. Replacement of toilets needs to be done in the not too distant future, as they were not well installed to begin with.

Plates issue seems to have been resolved with demarcation between plates for paint and those for food.

No parking complaints this year. Chain can be installed anytime once the signs have been up for at least a fortnight.

1. **Treasurer’s Report.**

Fran will circulate details to members when she is back from her break.

1. **AOB**

Jessica has found a copy of the constitution for our charity.

This states that we should have representation from some if not all our user groups. It had already been agreed at the meeting that delegates be sought**.**

Jessica will organise the yearly boiler check.

There was a discussion about the feasibility of decorating Small Dole with hanging baskets as has happened in the past but no longer done by persons from Upper Beeding.

Chris had suggested we have a collection with a small donation each week with one winner who will receive part of money collected. However this needs someone who has the time to organise same.

1. **Date of next meeting**

Monday April 8th 2019