**MINUTES OF COMMITTEE MEETING**

**VILLAGE HALL, CALVER**

**Monday 23rd April 2018**

**7.30PM**

**PRESENT**

Margaret Wood (Chair), Denise Hall (Secretary), Mike Elsworth (Retired Treasurer), Barry Thompson, Donna Games, Jean Cooper, Jonathan Harris. Tom Marshall, Mary Elsworth, Sarah Nicholas,

**APOLOGIES**

,Simon Beahan, Beth Ely

1. **Treasurer’s Report**
2. Mike Elsworth, who has retired as Treasurer, gave his final report of the end of year accounts.

The hall is in good financial order in spite of fall in bookings last year. Income was £6,835.93 compared to £12,424.17 the previous year. But there had been no donations this year compared to the previous year. Excess income over Expenditure was £3,952.93. Hall hire Net Income was £4,140.43. Expenditure was high owing to refubishment of the hall floor and work on the ash tree by the entrance £2,883.00 compared to £500.00 the previous year. Bar takings were also much lower owing to lack of large functions.

Mike Elsworth resigned on 11th May and handed over to Sarah Nicolas.

Npower has given a substantial credit of approx £800 and the contract runs for 5 years.

He suggested that a Maintenance Officer and Safety Officer should be recruited.

Margaret proposed a vote of thanks for all his hard work and this was unanimously

Agreed.

1. **Approval of minutes from the previous meeting**

Minutes were agreed and signed

1. **Matters arising from the minutes**

Jonathan Harris has cancelled the recurring contract of £20 per month for the internet. He has bought a sim card which will last 2 years. He checked that only 1% of data was used in the past 2 months.

New email domain needs to have a holder’s name which must be decided. £12 per year for internet registration and needs to be paid by direct debit. Training will be arranged.

1. **GDPR/Data**

A policy is needed and Rural Action Derbyshire has supplied a draft policy. A consent form needs to be made, which the trustees, hirers, treasurer, secretary, who hold the data must sign. The hire agreement needs to be changed with an addition regarding Data Protection. Sarah has a consent form for Curbar PC which she can let Donna have. Margaret suggested sending out a newsletter to regular hirers with a note regarding Data Protection. Donna will bring a copy to the AGM.

1. **Hire Bookings**

Artability has now finished owing to health reasons of the organisers. There have been more weddings this year and already had two with one more to come. Two large parties have been booked and maybe another wedding for this year. Already two weddings have been booked for next year. There are plenty of children’s parties and other occasional bookings.

1. **Caretaker/Bar Manager**

Chris Flint recently resigned from bar duties as well as cleaning. Poppies have taken over cleaning and are very good. A bar manager needs to be recruited by firstly need to find if the hall needs a named licensee. Margaret will ask if we can use The Derwentwater Arms licence in the meantime. Holly from Derwentwater Arms will help for the next 2 events. Also needed is someone to takeover checking on Hall Maintenance such as a Janitor who will check on paper, soap, light bulbs etc. An advertisement will be put into The Link and maybe the Peak Advertiser for Bar Manager with fee negotiable. Margaret will ask if Duncan Blackadder would be interested in Janitor position.

Schools need to be reminded to leave the hall clean.

1. **Maintenance**

The electrician is tackling various jobs and including the outside light / lampost. Handy Andy has cleaned the moss off the roof and will repair the gutter. The tree has been cleared away from the Brook by Matt Boyes. Flower barrels need to be replaced and Donna will investigate. Estimates need to be found regarding soundproofing between the main hall and committee room. Margaret to make enquiries.

1. **200 Club**

The last cycle finished on 6th June. A draw was held.

Next meeting Monday 24th September

AGM Monday 6th August