

BUCKLEBURY MEMORIAL HALL

Trustees'

Management Committee Meeting

22nd September 2015

Present:

Mike Scholl	Chairman
Dennis Gower	Secretary
Mike Bodsworth	Treasurer
Sarah Strong	Bucklebury Pre-School
Mike James	Tennis Club
John Hicks	K A T S
Julie Baker	Horticultural Society & Sewing Group
Ron Mather	St Martin's Club

Apologies:

Alan Dunkerton	Parishioner
John Brims	Bucklebury Parish Council
Helen Relf	Mahjong Club
Jane Scholl	West Berks Ballet School

9/15 - 1 Minutes of the previous Meeting: (16-6-15)

These were approved and signed by the chairman.

9/15 - 2 Matters Arising:

There were none that would not be covered by the agenda.

9/15 - 3 Chairman's Report: (Inc. Letting Sec's. Report):

Bank signatories

We now have changed the signatories and Dennis Gower, Michael Bodsworth and I are able to sign cheques (two signatures required)

I recently spoke to Alan and will get him to fill in the paperwork so he can also sign as per our decision at the June meeting.

General Repairs

I have fixed the gate to the back door of the Pre School shed which no longer fouls the gatepost.

The gutter to the rear of the hall is missing a joining piece which I will replace in due course.

[post meeting: I have taken the tyre to the tip]

Teapot

The teapot has disappeared from the Main Hall kitchen, I only bought it in October last year at a cost of £20 to replace the previous one which had also disappeared. Has someone accidentally taken it home? [Post meeting update: I have bought a new teapot and had both teapots engraved "property of BMH/Oak room. Hopefully that will mean they do not disappear again. I have also cleaned the inside of the teapot. In the modern age utensils used for catering, particularly to older people, need to be kept clean. This is why caterers prefer to make tea with tea bags either in disposable mugs or utensils that can be easily cleaned]

Water

I have read the water meter and will try and do so regularly so as to make sure we don't have another nasty bill as a result of a leak or blocked ball valve.

Heating

I intended turning the Oak Room heating on but the key is temporarily missing, I will turn it on [now done MS]. The main hall heating remains off. Main hall users can use the boost button to put the heating on. I am expecting to turn the heating on in a couple of weeks.

Heating Oil

In the past Brian has shopped around for oil when the tank is low. I was wondering about getting a local firm to give us regular top ups as this would be a lot simpler from an admin point of view. I'd would like your views on this. [oil tank now filled]

Letting Secretaries Report

Bookings continue to be more and more popular. As always the Main Hall is pretty well solidly booked but there is space in the Oak Room.

As always can I remind users that

9/15 - 4 Treasurer's Report:

Finance Report to Bucklebury Memorial Hall Trustee's Meeting 22.09.15

Opening Balance :	@01.04.15	7381
Income:		
	Hall Hire	9022
	Grant from BPC	3785
Expenditure@21.09.15		9242

Net Income	3565	
Balance@21.09.15:		10946

Expenditure over £500:

Cleaning	2280	
Electricity	790	
Heating Oil	580	
Heating System Repair	675	
Insurance	839	
Building Repairs / Maintenance		1326
Waste Disposal	827	

Overall the Hall's finances look sound.

9/15 - 5 Any Other Business:

9/15 - 6 Future Meetings:

The date for the next Management Committee was fixed for:

Tuesday 17th November. 2015 at 19:45 Hrs. In The OAK ROOM

For those nominees who are unable to make it, the provision of a substitute would be appreciated.

The meeting closed at 20:25 Hrs.