**Duntisbourne Abbots Village Hall**

**Note of meeting 31st July 2018**

**Present: Trustees:** Rupert Lane (RL) Chairman, Colin Russell (CR) Secretary & Treasurer, Rev Val Thorne, Julian Weston, Jos Carver, Russell Carver, Richard Crabb, Jane Taylor.

**In attendance:** Mick Lowe, Rick Piercy, Marian Lowe

1. **Apologies for absence:** None. Jean Merrett while technically a Trustee in her capacity as churchwarden had indicated that she would not attend meetings.
2. **Approval of Minutes 4th June 2018:** Approved.
3. **Appointment of Trustees:** It was agreed that Marian Lowe would be co-opted as a Trustee pending approval at the next AGM. RL had asked Mr or Mrs Hunt whether they would be interested in becoming a Trustee and was waiting to hear.
4. **Report from CR:** (a) CR confirmed that the bank account was being sorted with 4 Trustees able to sign with cheques signed by any two.

(b) He confirmed that the value of the Hall for insurance had been increased to £421,000. (c) He explained about health and safety and it was agreed that a charged mobile phone was not needed and

(d) He produced some figures showing the cash position following recent purchases with estimates as to what would need to be spent in future. This indicated a net balance of some £6000 but did not include the proposed washing machine – see below. He said that he had had an anonymous promise that at the end of the day the funds would be topped up to £5000 – maximum commitment £5000.

**5. Report from Mick Lowe re repairs to roof:**  Scaffolding was up but the promised work had not yet started. He would chase it up. It would not cause any disruption inside the Hall.

**6. Report re progress on kitchen.** Jane Bell’s helpful note on the meeting held on 27th June was considered and she kindly agreed to take this forward with help as necessary from Mick Lowe, Rick Piercy and Richard Crabb.

 In particular a plumbing estimate had been received from Don Butler for £661 but estimates were needed for carpentry and electrics, both for the cookers etc and also the heating for the kitchen (Dave Smith could be asked for this.) A plasterer would also be needed. The cooker had been bought for £479. Blinds and a hot cupboard were needed and a hand sink. (Estimate for hot cupboard subsequently received at £1534 + vat). It was appreciated that the timing and priorities would be complicated.

In principle the purchase of the dishwasher (say £2400) was agreed but maybe better to delay this until it was clear that there were funds available – as seemed likely.

The Hall had been booked after a memorial service on 22nd August but Julian Weston thought that it was not essential that the kitchen be available then.

**7. Any other business:**  (a) Mick Lowe very kindly agreed to get estimates for the Hall floor for which £1400 (about 70%) had been provided in the Lottery grant. (b) Rupert Lane confirmed that he had booked an Air in G called Harbottle and Jonas for 23rd November.

**8. The next meeting would be on 23rd October 2018 at 7.30. pm.**