

**WEST HARPTREE MEMORIAL HALL**  
**CHARITY NO: 1061222**

**MINUTES OF MEETING HELD ON 3<sup>rd</sup> FEBRUARY 2020 AT 7.30pm**

**Present:**

Chairperson: Simon McCombe

Vice Chairperson: TBA

Secretary: Sue Jory

Treasurer: Karen McCombe

Members: Hannah Colton, Simon Poyntz, Bill Jory, Rick Zurburg, Lisa Pascoe

**1. Apologies for Absence:**

Ginny Ireland; Sandra Colton

**2. Matters Arising:**

- **Bookings:** We have had our first booking for the Bar for 28 March, from 2 to 6pm, further details have yet to be obtained; The 'Dog Man' has yet to sort out dates for April to June and the Hall has also been booked for the forthcoming Election for Police Commissioner. The Committee also decided that all Hall users should pay in advance and if payment is not received, their booking will be terminated.

**Hall Insurance:** Simon McCombe negotiated a good reduction on the premium and it has now been paid.

**The Bar:** Simon McCombe reported that more stock was required. It was agreed that 50 wine glasses and 75 1pt glasses would be purchased, as well as more soft drinks.

- **Future Events: Screen and Reel** - next film to be shown will be 'Yesterday' on 15 February.  
**VE Day** – After much discussion the Committee decided to have a Tea-Dance, inviting local care homes, with music and food between 2 and 4 pm on Saturday 9<sup>th</sup> May, followed by an evening film such as Dunkirk with an interval. This needs further thought and will be discussed at our next meeting.  
**West Fest** – to be held on Saturday 18 July, Lisa to join the sub-committee. Sub-committee meeting to be held middle of February.
- **Community: Welcome Pack** – Rick has given out about 30 packs around the area and said that they are now up to date. Requires more as only two packs left.
- **Health and Safety: Fire Extinguishers** – Bill to make inquiries into cost of maintenance certificate, etc.
- **Fundraising/Lotteries/Grants** – Karen sent off Lottery application and now have 3 months wait. Postcode Lottery – Stage 1, we will hear in March.
- **Maintenance:** - Simon Poyntz will deal with mouse under sink. Notice Board – Simon McCombe will paint and Simon P to put it outside White Rose.

Date of next Memorial Hall Meeting: Monday 2<sup>nd</sup> March 2020 at 7.30pm

**Notes:**

Agenda items to be submitted to the Secretary 1 week prior to the meeting.