

# Welney Parish Hall Management Committee

(a sub-committee of Welney Parish Council)

Minutes of a meeting held at Bridge House, Welney, at 8 pm on Monday 11<sup>th</sup>  
Oct 2004.

**Present:**

Mark Farrow (Chair), Peter Cox (Secretary and Treasurer), Karen Fleming (Functions Organiser), Cllr Ken Goodger, Cllr Steve Kerr

1. **Apologies:** None received (Roger Giles absent)
2. **Minutes** of the ordinary meeting on 10<sup>th</sup> August 2004 were read and agreed by the Chairman.
3. **Resignation of Secretary & Treasurer:** These were accepted and thanks for his valuable contribution to the Committee and sadness at his departure were expressed by all present and a vote of thanks was unanimously carried.
4. **Appointment of new secretary:** Minute taking will be done on an ad hoc basis this being decided at the start of each future meeting. MF to take notes for this meeting. Secretarial duties will be shared between Karen Fleming & Cllr KG.
5. **Annual Public Entertainment Licence:** The Borough Council have renewed the licence from October 1<sup>st</sup> (for 12 months), a copy is displayed in the hall. The new licensee is Peter Cox.
6. **Appointment of New Treasurer:** Cllr. SK has agreed to act as treasurer on a temporary basis. PC has produced a list of the duties of the treasurer and he briefly went through these and has offered his assistance in effecting a smooth changeover.
7. **Hand over to new acting treasurer:** Petty cash box – contents checked and noted, cheque and paying in books (normal & gala a/c's) handed over. A financial statement was checked and verified with the bank statements and the hand over document was agreed and signed.
8. **Electricity Slot Meters:** These were emptied and checked by PC & MF before the meeting and the cash collected (£29) was handed to the acting treasurer.

9. **Bills for payment/cheques for signature:** a cheque for DJ Whicker for the annual electricity test (needed for renewal of entertainment licence) was approved and signed for onward transmission. A cheque for £200 made out to cash was given to MF for the prize money for the October & November 100 Club draws.

10. **New operating rules issued by Parish Council:** There were several points raised which the committee were unhappy about and these suggested amendments were noted by Cllr. KG who will relate them to the Parish Council at the first opportunity hopefully replying before our December meeting.

The main problems related to the financial independence of the committee and what would happen to the Committee's funds should the committee be wound up at any future time.

11. **AOB:**

**Christmas Bazaar** – It was felt that this should go ahead but with minimal involvement (financial & organisational) from the Committee, we would simply invite groups & individuals to run stalls and the Committee would seek no financial gain from the event. The only things needed are for publicity, the decorations to be put up and for tables and chairs to be laid out on the day. When the date is confirmed committee members will confer on the details.

**Caretaker's pay:** PC as licensee will liaise with Inland Revenue and Mrs Kathy Simpson (cleaner) on this matter.

**Future of WPHMC:** With the departure of PC, the imminent resignation of MF and the reluctance of parishioners to join us despite numerous appeals, the Committee will be reduced to 2 ordinary and 2 parish council members and it was agreed that Cllr. KG would determine what the Parish Council's attitude would be to taking over the responsibilities of the WPHMC.

12. **Next Meeting** will be on Tuesday 14<sup>th</sup> December in the Parish Hall at 8pm.

13. **Meeting closed:10.35 pm.**

These minutes were read on \_\_\_\_\_ and agreed to be a true and full record.

Signed by the Chair.....