

CALSTOCK HALL



Calstock Hall Committee

Minutes of Calstock Hall Committee meeting
19:30 20th April 2021

1. **Apologies:**
Cheryl & Rebecca
 2. **Declarations and dispensations:**
None to report
 3. **Minutes of the previous meeting** (23rd March) were approved.
 4. **Administrators Report** (Matt) - **updates in RED**
 - 1) **21st May Martha Tilston** (MUSIC), socially distanced gig
 - a. Location: **CVH**
 - b. Lead event facilitator: TBC
 - 2) **18th 19th June Beck Applebee** "Oh Mary" Carn to Cove (THEATRE)
 - a. Location: Jenny Coleman's garden
 - b. Lead event facilitator: Jenny Colman
 - 3) **2nd July 30th June Miracle Theatre** Carn to Cove (THEATRE)
 - a. Location: Field
 - b. Lead event facilitator: TBC
 - 4) **24th July Assembleth Theatre:** Shodyssey Theatre, Carn to Cove (THEATRE) outside **to be confirmed**
 - a. Location: on the green & with 'bucket donations for attendees
 - b. Lead event facilitator: TBC
 - 5) **7th August, Science Adventures 2**, Theatre Carn to Cove (THEATRE) outside **to be confirmed**
 - a. Location: TBC
 - b. Lead event facilitator: TBC
 - 6) **Act to be confirmed**
 - a. Location: **Rosey Brenan's Garden**
 - b. Lead event facilitator: TBC
- Lead facilitators are required – volunteers please email MATT before the next meeting!
- 7) **NEW GROUPS** – from post 'lock down' the new groups and using CVH are:

- a. Short Mat Bowls
- b. Akido
- c. Yoga
- d. Thai Chi
- e. Belly Dancing
- f. Table Tennis

5. Standing item: Hall Manager's Report

- 1) No report – position vacant
- 2) Recruitment – “Zac” (experienced bar manager) in discussion with Matt for the position
- 3) Job specification – WIP (Matt & Zac to formalise)
- 4) Salary – TBC (Matt – brief discussion concerning hours and rate/hr which need to be market realistic)
- 5) Stock report – to be undertaken (Zac)
- 6) With the opening up of the hall and demands on using the bar (currently the shop) Jenny confirmed the rundown of the shop from 18th May and vacating for 21st June

6. Standing item: Treasurers Report

- 1) Quick Books Analysis and future monthly updates was discussed as ‘we’ end COVID restrictions.
- 2) Matt confirmed a further grant from CCC had been received and that the CVH bank balance was a little in excess of £20.000

7. Standing item: Events Sub-Committee Report

- 1) Planning for future music events – group (Matt, Julian and Julia)
- 2) Q3/Q4 to be considered
- 3) Alternative outdoor event in place of the Bike Show

8. Standing item: Maintenance:

- 1) Patio cleaning completed
- 2) Maintenance day postponed, Matt & Chris to me at the hall 2pm 22nd April to quantify materials required for maintenance team day 29th April (11-4pm)

9. Standing Item: Constitution

- 1) The current list is out of date and the update is underway, details from Julia, Jenny and Matt are to hand, please can the rest of the recipients of the minutes provide (to Chris / Secretary):
 - a. Full name
 - b. Home address

c. Contact telephone

d. Email address

10. AOB

- 1) AGM date confirmed 29th June 2021 (7:30pm) in the small hall.
- 2) CVH Web site – please review and suggestions to Julia
- 3) User groups – reports to be requested

Next meeting 25th May 2021 starting at 19:30 and using ZOOM.