

Clopton Village Hall Committee Meeting
Thursday, 14th June, 2018, at 7.30pm
At Clopton Village Hall

1. **Present** : Diana Dawson, Sue Christensen, Della Hughes, David Hayhow.
2. **Apologies** : Doris Main, Alan Backhouse, Richard Taylor.
3. **Minutes of the last meeting on 12th April, 2018** : Agreed and signed.
4. **Matters arising** : The picnic table has been cleaned – thanks to Diana. The grass around the play equipment has been cut – thanks to David. The Parish Council notice board has been cleaned and oiled – again thanks to Diana.
5. **Treasurer's Report** : David presented the accounts for 2018 so far. These show a profit of £305 since the start of the year. The VH share of the profit on the New Year's Dance was £206. Thanks to the organisers.
6. **Fund raising for replacement of barge boards etc** : Diana to apply for help from Suffolk Rural Grants (SCDC) which can give up to £2000. Diana and David to arrange a quiz on September 29th. The Parish Council was asked about the likely future of the village hall when our lease runs out in October 2020. It was thought that the lease will probably be renewed with no changes.
7. **GDPR** : We are not required to register with the Information Commissioner's Office as we are a not-for-profit organisation. However, we do hold some data which could be classified as personal, e.g. details of committee members, suppliers and hirers, some of which use on-line banking. We therefore probably need to appoint a Data Protection Officer, write a privacy notice and include it on the hire agreement and website. David has kindly agreed to look into this.
8. **A.O.B.** : David to buy oil when the price is reduced for summer. The hedge at the side of the concrete road to be cut in the Autumn. The bottle banks are frequently overflowing despite Norse being telephoned regularly by Diana and Della. Broken glass is a hazard to children and dogs in the area around the containers. Della to phone Norse again to ask them to either increase the frequency of emptying or take the bottle banks away altogether.
9. **Date of Next Meeting** : 13th September, 2018