

POTTO VILLAGE HALL MANAGEMENT COMMITTEE

Amended - Minutes of meeting held Wednesday 3rd January 2024

Attendees: Julie Spuhler, Karen Foster, Lizz Hepple , Anne Chatterton , Kiran Gill & Fiona Wilson

Apologies:

1. Matters arising from the last minutes

2. Bookings

- Yoga Class with Suzanne Calvert - Mondays 9.30 – 11am
- Hutton Rudby & Potto Cubs – Mondays 6.30 – 8pm
- Rubys Dance Class – Saturdays 10am -12 midday
- Sunday Night Quiz - Sundays 7.30 – 10.30pm
- New Years Dinner – 70's theme - Saturday 27th January 2024
- St Patricks Pub Night – Saturday 16th March 2024
- Phil & Elaine – Private Party – 4/5th May 2024

Chris Woods from Yorkshire Community Learning has booked the Hall for various dates through to November – all dates are in the Time Tree Calendar

3. Maintenance

Car Park & Kitchen Outside light not working – FW has checked and thinks the whole unit needs replacing. Fiona will speak to Chris the electrician to replace/repair.

Toilets checked and buckets of water flushed down to keep drains flowing.

Electrician to be contacted by Fiona to book 5 Year wiring repairs.

Radiators to be bled at some point - Checked and all ok.

2nd Tuesday of each month – Heather to clean the Hall.

Inside ceiling lights to be cleaned at some point. – Sort cleaning party one Sunday.

New flooring to be cleaned and resealed every 2/3 years on the recommendation of the floor fitters.

4. Finance

As of January 2024

Metro Bank Current Account £5968.22

Metro Bank Instant Access Savings £11, 641.33

There has been no communication from HMRC since we wrote to them in June 2021. We must assume that we have been de-registered and are not liable for any charges.

Insurance cover on Solar Panels to be checked – Julie will look through all the info she has.

£200 profit at Sparkle Night (bar)
£75 Hall Hire paid for NYE Party
£138.79 FITT Payment
£150 Hall Hire payment for Training

5. 100 Club

1st Prize Julie & Danny Richardson
2nd Prize John & Laura Griffiths

6. Health & Safety

Health & Safety Checks Due

5 Year wiring repairs	March 2024
5 Year ceiling check	Jan 2028 – (Visual done in Jan)
1 Year PAT Testing	September 2024
Annual Fire Extinguisher check	March 2024
Annual Boiler Service	Feb 2024
Annual Fire & General Risk Assessment	Sep 2024
Annual Fire Drill	Next AGM
Annual Asbestos check – Roof Verges	October 2024
Quarterly Visual Inspections	Done (record in log book)

1 - Oil Tank Inspection
2 - Exit routes and signs
3 - Emergency lights
4 - Car park surface
5 - First Aid kit
6 - Fire Extinguishers

Boiler Service to be booked – Elaine will do it when she books her own.

6. Event planning

NEW YEARS DINNER – SATURDAY 27TH JANUARY 2024

Ticket Price £20

Babycham on arrival

Beer

Sharing Boards to Start (Vol au Vents, Cheese, Pickled Onions, Melon, Cherries)

Bœuf Bourguignon, Coq Au Van, Ratatouille, New Potatoes

Sherry Roll & Cheesecake

Coffee & After Eight Mints

Numbers needed by 21st January – Meeting Friday 19th to organise everything.

AOB

A member of the Village fell and broke their collar bone on the access road to the VH.
The owner of the land has been informed.

Call logged with the Council re Access Road to VH

Next meeting date: Friday 9th February 2024 @ 7pm in Hall

Potto Parish Council – Ongoing Planning Applications and status							Current Date	16 th January 2024
							Updated	11th Sept.2023
								17th Oct 2023
								21st Nov 2023
								19th Dec 2023
Planning ref	Description	Received	Consultation expiry date	PPC response	Status	Comments		
22/00984/FUL	Change of Use of Land for the siting of 3 Holiday Chalets on Land South of Butcher Lane	13 th May 2022	31 st May 2022	PPC considered at May mtg; (concerns & rec. to refuse submitted)	Awaiting decision (despite determination deadline of 15 th June) No change	2 objections received. PPC comments submitted 24 th May rec. refusal. No further info. *held up due to “nutrient neutrality”		
ZB23/01765/REM	Application for approval of reserved matters following outline approval 20/02290/OUT for the construction of one detached dwelling; Land Rear Of 42 Cooper Lane	23 rd Aug 2023	19 th Sept 2023	PPC considered at September meeting	Awaiting decision No change	PPC had no objections – submitted 20 th Sept. 3 objections received from neighbours. *held up due to “nutrient neutrality”		
ZB23/01873/CLP	Proposed use of houses, curtilages, land and grounds at Numbers 3 and 6 Potto Hall as two properties with private residential garden and curtilage.	11 th Sept 2023	9 th October 2023	PPC considered at October meeting	Awaiting decision No change	Objection from neighbour noted relating to ownership boundaries etc. PPC comments submitted 18 th Oct.		
ZB23/02168/FUL	Construction of pine chalet for an agricultural worker, Thornhill Farm, Black Horse Lane	27 th Oct 2023	16 th Nov 2023	PPC considered at November meeting	Awaiting decision	PPC commented 22 nd Nov. that the intended use for an agricultural worker be a condition of permission.		
ZB23/02226/MRC	Application for revised drawings for previously approved application 21/00962/FUL Brook House	11 th Nov 2023	21 st Dec 2023	PPC considered at November meeting	Granted 22 nd Dec 2023	Proposed amendments to proposals approved under 21/00962/FUL June 2021 (PPC had no objections) 1 objection received from neighbour PPC commented 22 nd Nov. Concerns over large roof terrace.		



Hambleton Command: Town and Parish Council Report

Town or Parish:	Potto
Report Completed By:	Kim Maguire
Data Reporting Period:	1 st December – 31 st December

Crime and ASB Data:

Qualifier:	No of Incidents:
Anti-Social Behaviour:	ASB Personal: ASB Nuisance: ASB Environmental:
Arson/Criminal Damage:	
Drugs:	
Burglary:	Commercial: Residential:
Theft (including from shops):	
Robbery:	
Auto crime/SMV:	
Fraud:	
Violence Against the Person:	
Other crimes:	
TOTAL THIS PERIOD:	0

Local News:

Please see attached document.

Data Protection

In order to comply with data protection, whilst details of crimes and anti-social behaviour are included in Parish / Town council reports, North Yorkshire Police may not have a lawful basis to share further information.

Contact us

Your Local Team:

PS 1845 Chris Ross

PC 184 Lisa Jones

PC 812 Paul Mushens

PCSO 3503 Gina Lodge

PCSO 4337 Maisie Daniels

Apprentice PCSO 5705 Eleanor Jackson

Apprentice PCSO 5336 Josh Smith

Your team are based at:

Stokesley Police Station

Bridge Street

Stokesley TS9 5DG

Email: SNAStokesley@northyorkshire.police.uk



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