

Great Easton Village Hall Committee
Minutes of Meeting: Monday 13th August 2012@ 20:00

Attendees:	Apologies:	Minutes Distribution:
Flick Craven (Chair)	Elizabeth Hankey	Attendees
Marie Harrison-Butlin	Suzy Hobbs	Apologies
Shirley Connon	Nikki	
Tim Smith	Sally Armstrong	
David Gibley		
Kay Mitchell		
Alan Wilmer		
Margaret Stamp		
Haylea Smith (Sec)		
Alice Murdock		

Guests
Nora

Guest Attendee – Nora:

- a. Zumba Fitness – instructor Yvonne will run a 50 minute session (19:00 to 19:50) on Monday nights in term time. Sessions will not be run on Parish Council Meeting nights (1st Monday of the Month).
The first session will be 10th September. Price will be £4 per session. Sessions open to men & women aged 14+ (minors must be accompanied by an adult).
Alice to advise Brian re agreement to not use on Parish Council meeting nights. Jane Boulter has hall booked on Monday 8th October.

Action: Flick to discuss using committee room with Jane Boulter

- b. Messy Play – Sessions to be run on Monday mornings from 10:00 to 11:00 to start with.
Trial for 1 month from 1st Monday in September. No sand or water to start with, just paint, play dough and shaving foam. Nora has mats to go under the tables. Concern raised that the floor must be dry and clean afterwards as hall is used for line dancing later in the day. Nora advised that this will be done.
- c. Christmas party booked for 15th December 19:00 to midnight.
Planned to cater for families.
The Theme is 1950 – 2000s - come as your favourite film or TV character.
Judges needed to judge best dressed competition – TBC nearer the time.
Funds raised will be split between the Village Hall Roof fund and Cransley Hospice.
Nora to advertise in Parish Magazine, etc. and to attend a meeting nearer the time to discuss further details.
Pricing £6 for adults £1 for children with buffet provided. Raffle and tombola to be run.
Village Hall Committee to back / run the bar. The committee will help with clear up at end of night and to donate any raffle prizes that we may have available.
Nora booking the DJ. Nora to ask Committee for any help needed otherwise we will assume that everything else is being dealt with.
- d. Great Easton Band Night to be held in March – date TBC.
Nora to check with Marie re diary nearer the time.
- e. Nora queried how many craft fairs there would be pre Christmas
Make 5 and church coffee morning are planned. Mums and tots would like to do a craft fair but don't want to clash with any village hall activity – agreed that it would be best to run this post Xmas

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Apologies / Introductions

- No apologies were sent

Previous Minutes

- Minutes of Wednesday 2nd May were agreed to be an accurate record of the meeting

Matters arising:

- The glass on external notice board has been fixed and was kindly completed free of charge
- Jubilee bunting – Sally took the bunting post jubilee to wash and iron.

Action: Flick to confirm with Sally where it is being stored for future reference

- Swings – these have been inspected and agreed to be safe
- Roof repairs – initial quote received of £10k for roof and insulation. Target for fund raising is £11k to allow for contingency. Applications made to Leicester Villages - Flick and David went to do a presentation, we came 5th but unfortunately only the first 3 projects were funded. David requested funding from Harborough Council but they have advised that they don't have any funds available for this. David is looking for other funding opportunities plus our fund raising activities. No slates have fallen off recently.

Progress against target so far:

- £1250 from Maud Elkington Trust
- Parish council increased their £1000 pledge to what they raised from the Jubilee which was £2235 which they have kindly donated to the hall
- Village Hall Committee Funds are giving £4000
- Sure Start have not yet used the committee room. They have indicated that they may want to let the lease go which means that we would not get our annual contribution to utilities (£300). The committee were in agreement that if they don't use it then we have still benefited from having this facility. Payment was due 1st Jan but they were very late paying last year.

Action: David to follow up payment

Action: Haylea to add to agenda for next meeting

- Caretaker issues and new hire agreement:
 - Alice, Flick, David and Marie met to review caretaking issues encountered. Marie has confirmed that things are currently going well.
 - Regular hall users to have a key though Marie has some concerns re this as she currently checks the hall in between users to ensure that standards are maintained. Flick noted that these checks could still be made. Flick has spoken to all regular users to ask them to not come in outside their booked times

Action: Flick to put together a key holders list

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- Hire conditions – Marie’s contact number to be added to the standard hire agreement in case of any problems. Agreed that we should have a different agreement for weddings/large private hire as we learnt a lot from the last wedding e.g. didn’t charge for use of garden etc. Agreed that £250 damage deposit should be charged for future weddings/large private hire not to be refunded until all conditions have been met e.g. hall clean. Charge of £50 per day for marquees in the garden. For future events we must be clear when they will need facilities from e.g. when marquees etc. will start to be sited from.

Action: Flick to create a major function terms of hire

Events & Fundraising:

- £100 club
 - Last draw this year in September. New collections by end of October.
 - Flick would like volunteers to collect again
 - If anyone gives up their number let Flick know

ACTION: Flick to put list and slips through doors for collections

- Quiz & Chips
 - Chip van (Mark) booked
 - Set up 18:30, people from 19:00, start at 19:30

Action: Shirley to contact Sally re tickets and A board

Action: Shirley to buy beer

Action: David to buy wine and soft drinks

- Make 5:
 - Sunday 18th November
 - Further details nearer the time
- Calendar
 - Margaret is currently putting this together
- Leah Kharibian is coming to give a talk about the Leonardo da Vinci exhibition on Friday 23rd November:
 - Talk – sell approx 80 tickets @ £10 including 1 glass of wine. Arrive 19:30 for 20:00 start
 - Bar
 - Buffet refreshments with an Italian theme e.g. bruschetta, breadsticks, salami etc
 - Projector and screen will be needed

Action: Flick to check with Nick Hill for availability of a projector & screen

- Volunteers will be needed for bar, refreshments etc – to be agreed at future committee meeting
- Advert in next parish magazine required to give more detail and a flavour of what people can expect

Action: Flick to write advert and post in next parish magazine

- Flick has put a notice in the parish magazine to raise awareness of these events

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AOB

- Alice has brought remaining jubilee mugs for the village hall – 14 of them. £12 from last sale of mugs being donated to village hall funds.
- Flick suggested that that hall needs a coat of paint - agreed to wait until after the roof repairs
- Plaster being knocked off the wall in the hall – would benefit from a wooden dado rail to prevent further damage.

Action: David / Flick to get quotes and get these repairs made

- Need to review storage area – get rid of old TVs and get some additional shelving to optimise use of space

Action: David / Flick to get quotes

- Alice raised a concern re the mortar on the left hand side of the front door

Action: David to review

Date of next meeting:

- Monday 17th September @ 8pm