

# Minutes Of Great Easton Village Hall Committee Meeting Wednesday 25 July 2018 10.30am

## **1. Present:**

Sally Armstrong  
Lorna Bryant  
Vikki Halliday  
Kay Mitchell  
Alice Murdock  
Tim Smith (Chair)  
Margaret Stamp

Apologies: Louisa Feltham

Meeting started 10.30

## **2. Minutes of Last Meeting - Agreed**

### **3. Matters Arising**

3.1 Fire Risk Assessment has now been completed - TS to circulate to Committee for any comments and then put the Certificate on the VH website

3.2 Tablecloths - AM has made 10 new tablecloths which just need finishing off

3.3 Suitcases - have now been taken by Louisa.

3.4 Kitchen Steps - AM has some brackets to fit to the wall.  
AM has produced a Disclaimer - 'Use at Own Risk'

3.5 TS has written to Youth Club regarding reports of young people jumping on/over the wall. This has apparently improved.  
Hall users have also been advised not to go near the wall.

3.6 Electrics Drop Test completed - a number of minor faults identified - Josh working on these - **c/f to next meeting (TS)**

3.7 Fire Door installed - some minor issues re closing the door securely - George can do adjustments if needed

#### **4. Finance And Fund Raising**

£10,700.04 in bank and £1,000 cash, with extras, total amount £12,962.  
Play Equipment Grant included in total  
All payments are up to date

Recent expenses for Insurance, Music Licence and Fire Door have been paid  
100 Club monies due September/October

Voucher to Mark Haynes for doing the books is outstanding-  
Vikki will buy the voucher and pass to Mark, also collect the accounts  
Voucher to Di and Mark - done

AM and TS attended MHDC to hear talk about building - sadly it was not relevant to  
GEVH

Fund Raising: Mr Oppenheimer-Village People.  
Organises events to raise money for Churches, and to bring village communities  
together.  
AM-TS met Mr O but decided it was not appropriate for GEVH, however his info has  
been forwarded to Church Committee

#### **5. GELT Fees**

Discussion regarding reduction to GELT hire charges prior to the show in May, how  
the decision was reached and how this can be made available to other VH users in  
future.

There was debate as to whether this offer would be made available to GELT next  
time, and how to ensure this is available to all groups/users.  
This needs to be included in Hire Information (**Action TS/AM**)

#### **6. Stage Refurbishment Update**

Some members attended the Sound/Lighting demo organised by Terry, which went  
well  
Terry's quote = £5,180.00 + VAT  
The other quote was similar cost but didn't include as much kit.  
Tim will circulate the quote to Committee members for comment  
(**Action TS**)

Once installed we will need to think about security for storing the equipment at  
the VH and introduce damage deposits.

## 7. AOB

i) There were a few complaints about a recent Party booking. Committee was concerned to avoid alienating those who live near the VH

Discussion about future hire, including groups from outside the village.  
It was agreed that each booking will be considered/reviewed on a case by case basis

ii) A number of small roof repairs are required. Alice is in contact with MPT - they will attend to these when available.

lii) TS outlined plans for boarding-in the beamed area in front of the stage and some boxing-in to the side. Agreed.

iv) Youth Club has finished for Summer. Their store cupboard is in need of re-organising. Also the equipment under the stage.  
AM volunteered to sort this out and review the equipment.

v) SA reported that Art Group are storing items in the kitchen - need to leave them in the cupboard.

**KM to inform Art Group**

v) TS reported  
Urn is out of order at present as there is a leak.  
Taps in Parish Office are wobbly  
Taps in kitchen need attention  
Outside tap needs securing  
**Action: TS sourcing a plumber**

vi) Email from Parish Council re MHDC Comedy Festival asking if VH would like to host - cost is £750. Committee decided it was inappropriate.

vii) VH Hire and Fund Raising Events  
Lengthy discussion regarding charging fees for Fund Raising events and the need for transparency and consistency for all Hall users; all groups are to be treated equally.

Also discussed the need for important decisions to be made by the whole Committee to ensure there is shared responsibility

vii) 100 Club  
Flick wants to step down after this year's collection  
AM will co-ordinate but help from other committee members much appreciated  
**(KM/LB/MS volunteered to help)**

Meeting ended 1.00 pm