

Minutes Of The Great Easton Village Hall Committee Meeting Wednesday 26th September 2018

1. Present/Apologies

Alice Murdock - Chair
Margaret Stamp
Louisa Feltham
Lorna Bryant
Kay Mitchell (Minutes)

Apologies
Tim Smith
Vikki Halliday
Sally Armstrong

Meeting started 10.35 am

2. Minutes of the previous meeting were read and agreed

3. Matters Arising

- Fire Risk Assessment - yet to be circulated **Action TS**
- New tablecloths finished and in the kitchen drawer.
Hall users can borrow these but will be required to wash them before returning.
Thanks noted to Alice for doing these.
- 1 suitcase left in storage belonging to GELT
- Drop Test - **Tim to action - c/f to next meeting**
- GELT Fees: Reference to GELT VH hire charges during last performance.

Louisa believed that the reduction offered during the last GELT performance was an on-going arrangement, rather than a one-off. It was agreed to review this at the next meeting (c/f)
If this arrangement does continue, then the Committee will need to amend the T&Cs to ensure this option is available to all Hall users, as well as arrangements for Fund Raising events.

Louisa also enquired whether a reduction in hire charges for GELT's forthcoming Clutter Sale in October might be available, as GELT is hoping to use some of the proceeds towards stage improvements. The Committee discussed this request however there was a view that any additional improvements required by GELT (outside the planned sound and lighting quote) should be paid for from GELT funds
Agreed to c/f to next meeting

- **Stage Refurb**
We are still waiting for Terry to come back on some queries raised by Tim in connection with the sound and lighting quote. We are unable to progress further until these are answered.
Action LF to contact Terry to ask for a speedy response
- Roof repairs undertaken by MPT, who also fixed the drain pipe and cleaned gutters
MPT suggest we have a yearly inspection of the roof/gutters
- Quote received from MPT for boxing in the top triangular area at the front of the stage - £450
- Alice was unable to re-organise the Youth Club store over the Summer
- Kitchen - the urn and several taps have been repaired at cost of £480.00
- 100 Club - Alice has taken over the organisation of this from Flick and will now do the monthly draw
Query from Collectors - could BACS transfer or Direct Debit be an option going forward, as frequently people don't have funds available, and collectors have to keep going back. **c/f Vikki**
Deadline for monies - 14/10

4. Finance

Current Balance £10,704

5. Fund Raising

As funds are healthy, no new events organised at present.

Agreed to review in the new year.

- Film Night
- Quiz and Chips night
- **Any ideas welcome c/f**

6. Stage Refurb

There is a large canvas on the back wall that needs to be removed.

MPT recommend removing the canvas and concealing the exposed area with battens, MDF board and a skimming of plaster, however it is uncertain what condition the wall might be in once exposed.

C/f to next meeting for further discussion

7. GELT Clutter Sale

Query by Alice as furniture is advertised on GELT publicity. Louisa confirmed there will items of furniture for sale.

The Committee asked Louisa to ensure that all unsold items are removed and the Hall cleared following the Sale, ready for the next Hall users
Louisa confirmed arrangements are in place to clear the Hall

8. AOB

Alice raised the following:

1. Play Equipment in storage - seesaw and box of toys. KM agreed to remove these and put a donation in the VH collection box at the shop
2. Play equipment (swings in the garden) had a safety assessment undertaken early August and passed
3. Meeting at VH, Wednesday 10th October to review and refresh last years Christmas decs
4. Confirmed Christmas decs will be up before 1st Dec

Meeting ended 11.52am

Date of next meeting Wednesday 28th November 2018 10.30 at VH