

**MINUTES OF THE GREAT EASTON VILLAGE HALL**  
**COMMITTEE MEETING**  
**HELD 10.30 am 25-05-22**

Present: Tim Smith, Alice Murdock, Sally Armstrong, Vikki Halliday, Lorna Bryant, Louisa Feltham

Apologies: Margaret Stamp

Meeting started at: 10.39

1. Welcome and Apologies:  
Apologies received from Margaret Stamp
2. Minutes of the last VHC Meeting held 25-03-22  
read and agreed
3. Matters Arising:
  - **Roadside Advertising Boards (KM)** – this is a request for a financial contribution to WOTW (Walk on the Wildside) who have bought materials and built the long-awaited advertising boards (9). Committee agreed to a contribution – **KM** to advise. Ultimately the boards will be held by the VH. They could be hired out to raise funds which will help towards their maintenance. Any damage, the person/group responsible must replace the boards Louisa asked if a mallet has been purchased to use with the boards- this has not been purchased. Groups to use their own. There was discussion about the durability of the boards, their design and usability.  
**KM** to check out storage for the boards **c/f**  
**c/f** how to oversee the boards
  - **Info/Display Board outside the Shop (AM)**  
Alice advised that the last remaining VH 'A' frames have been cobbled together to make one for GELT's forthcoming Jubilee production. There has been ongoing discussion in Committee about the best options for advertising Hall events. The introduction of a permanent advertising board outside the shop was intended to avoid additional pressures on Di and Mark, who inevitably have to move and store the A frames on a daily basis whilst going about their regular tasks. Rather than the VH purchase replacement A frames, it would probably be best for groups to purchase their own and negotiate directly with Diane and Mark. Certainly some groups have now purchased their own A Frames.
  - **Garden refurb c/f**  
Alice reported that new planters/shrubs and oak tubs donated by WotW have been planted and added to the VH garden, which has enhanced the garden space.

In terms of any redesign of the garden area, this is presently on hold while we review our budget.

Discussion about the large swings. There is a preference for these to be removed as soon as possible; will need to inform the Parish Council of this plan. **(Action TS)**

Alice suggested that once the swings have gone, the concrete area could be removed and replaced with lawn. This would provide a useable area and a blank canvas for any future improvements when funds are available.

- **Frosting to Exterior Wall c/f (TS)**

The builder has still not come forward to give us a date for these important and essential repairs to start and we have now been waiting a considerable length of time. Sally is going to approach Willy Boyd to see if his company can provide a new quote for the repairs to the VH walls and the Tyler's adjoining wall. There is concern that the condition will worsen the longer repairs are delayed, potentially incurring more costs. **(Action: SA)**

- **Stage-blocks c/f (LF)**

Louisa reported she has been unable to take action to remove the blocks stored in the garden area. These are now becoming unsightly as the tarpaulin has started to tear and the blocks are falling into disrepair. Louisa reported that GELT have nowhere to put the blocks and have no funds for transport or off-site storage. It was restated that these do need removing asap.

**Action: LF**

- **Archive Room – update (SA)**

The Archive Room is now cleared and functioning well. It is in regular use by the History Society and Kate Hill is co-ordinating the Archive.

Louisa asked if the room can be used for storage of GELT's equipment/scenery/props etc.

Assigned as an Archive Room it was felt that the room is inappropriate for stage equipment storage long term but can be used while GELT have a performance running.

Louisa asked if the stage could be used as storage for GELT equipment? This would depend on other stage users, risk of damage etc and will need further assessment and discussion.

Of the flats on the stage, 2 large ones belong to the hall. These are used by GELT as well as the additional flats acquired by them. Options were considered, however storage space is limited in the Hall.

Louisa reported GELT have nowhere for storing items off site, no funds to purchase off-site storage and do not have transport to remove their property off site.

**c/f to next meeting (after the Jubilee Murder Mystery evening)  
c/f portable staging**

- **Key-safe for cupboard keys to be purchased (AM)**  
Alice has purchased key safe – needs to be installed c/f
- **Hall keys to be given to Kate Hill (History Society) and Phil Long (Parish Council) (AM)**  
Kate now has a set of keys; Phil hasn't got his.
- **Toilet Refurbishment and quote (TS)**  
The toilet refurbishment is an absolute essential, however, priority repairs are required to the structure and funds need to be allocated according to urgency. However, minor alterations could be made to the Women's toilet,  
**Action: SA - Agreed to get a quote from Willy Boyd's company c/f**

#### 4. Finance

Vikki reported our current balance is £41052.38

This includes WotW who have £3842.46 in their budget, including donated funds from the closure of the GE Choir.

The amount available for VH to spend is £37910.26

The gas bill has gone up £1190.00 for the last quarter. We are on a commercial contract which results in higher prices. The increase in energy charges is something we must be mindful of going forward.

Tim is looking at getting a SMART thermostat and a SMART electric meter is being installed. We already have a SMART Gas meter. Steps are being taken to manage our bills but in future we may have to consider higher rent charges for groups and one-off events.

The VH has a range of plans for improvements to the Hall, including the toilet refurbishment, improving our garden space, improving staging, however our priority at the moment is the essential repairs to the structure.

#### 5. Platinum Jubilee Celebration

The recently distributed Parish Council leaflet for the Jubilee Celebrations (June 2<sup>nd</sup>- 6<sup>th</sup>) advertises that a Street Party is planned on Sunday 6<sup>th</sup>.

Some of the Hall tables are to be used however attendees are asked to bring their own chairs.

Alice has purchased some plastic bunting to put up outside the VH and we agreed to put this up and the VH indoor bunting on Tuesday 31<sup>st</sup> in time for the celebration and GELT's Murder Mystery evening on 5<sup>th</sup> June.

Tim reported the PA has been tested.

The window areas are to be used for advertising the Jubilee and will also present memories and written accounts of the 1952 Coronation from members of our community

## **AOB**

- Gazebo needs to come out once the weather improves to assess its condition
- TS has paid the annual insurance, however the insurance company have asked for an inventory. **SA/AM** to organise **c/f**.
- Lighting. The fluorescent lighting in the bar area has been problematic. Tim is getting a quote to replace the strip lights with LED lighting (**TS**).
- TS reported a recent water leak which resulted in a hole forming in the ceiling of the bar area. Willy Boyd's company is doing this repair. AM - has cleared the guttering which may prevent further floods/leaks in future.
- AM – plastic guards for chair feet are starting to fall off and need to be clipped back on. Sally has collected up the spares, however they are proving difficult to re-insert.
- AM - The smoke alarm has a new battery.

Meeting ended at 11.50