

**Minutes of
Great Easton Village Hall Committee Meeting
Weds 25th October 2023**

1. Welcome and apologies

Present: Tim Smith (Chair), Alice Murdock (minutes), Teresa Chapman, Lorna Bryant, Louisa Feltham, Margaret Stamp.

Apologies: Vikki Halliday, Kay Mitchell, Sally Armstrong, Sue Peet.

Meeting commenced at 10.12am

2. Matters Arising

Garden Picnic Bench It was agreed that that a “slide in” bench was definitely the most user friendly style and we would look at making a purchase in the Spring **(KM)c/f**

Stage Blocks and storage (item 4)

Village Newsletter Update Sue has submitted a short piece about the Village Hall and Kevin has taken a photograph of the Committee - all to be included in the first edition of the Newsletter which should be published in early November

3. Finance Current total is £18,858.83

Portable Payment Machine Tim has been liaising with Abigail of Rectory Farm and the use of their PPM will be trialled at the upcoming Quiz.

Treasurer Following Vikki’s desire to stand down, the Treasurer’s role has been advertised on Next Door and the Committee are making enquiries locally.

100 Club There are just a few payments to chase, any spare numbers will be advertised on Next Door

VAT The Parish Council Clerk has confirmed that the PC is still happy to claim back VAT on our behalf

4. Staging update Following last meeting’s successful demonstration of portable and storable stage extension blocks, a quote of £2548.81 (excluding VAT) has been received. The Committee agreed to proceed with the purchase.

5. Charging Review update The Committee has now had time to reflect on the charging models put forward by the sub-committee. Further discussion ensued regarding the anomalies created by the “regular user” discount. It was felt that the implementation of the existing discount could be confusing and potentially off putting to anyone who is hoping to start up a new group or activity. After much discussion it was agreed that the charges should be simplified into just two categories:

£18 per hour for bookings on any day of the week

£10 per hour for regular groups on any day of the week

Probably to take effect from April 2024.

It was also agreed to cease charging for the small meeting room and to increase the damage deposit to £250 per day with immediate effect.

5. Hall Refurb/Repairs

Kay and Teresa have produced a list of our redecorating needs ready for when quotes are sought.

The fluorescent lights in the main hall will need replacing before any painting takes place.

During the heavy persistent rain of Storm Babet on Fri 20th Oct, the store room and disabled toilet

were continuously flooded due to water pouring down the walls outside the existing internal drainpipe from the roof gutter. Temporary measures brought some relief and mitigated further damage but priority must now be given to seeking a more permanent solution to this badly designed feature. A quote for repair work is being sought **(TS)**

A wall in the front lobby was damaged during a weekend party. This will be repaired with the costs being deducted from the hirer's Damage Deposit. Other violations of the terms and conditions occurred, including being noisy in the early hours and not leaving the hall in a clean state. The Committee will be wary of taking such bookings in the future.

Afternote: It appears that the Refreshment Kit belonging to the Art Group was removed during the party booking - again reparation from Damage Deposit will be sought.

7. Fund Raising 2023/24

Christmas Craft Fayre is now a privately run Maker's Market.

Christmas Tree Festival is now a Church Display/Coffee Morning with no input from V Hall.

Quiz Night organisation is progressing well though tickets sales are a little sluggish at the moment - some targeted flyers will be distributed. Alice will email with updates and timings.

Other fundraising plans are currently on hold

8 AOB

Publicity/GE Newsletter - see above

Cooking Pans are somewhere!! **(TS)**

Picnic bench - see above

Open Gardens - Bob Mitchell will talk about these at the next Committee Meeting

Remembrance Day Coffee Morning will go ahead as before - Alice will email everyone nearer the time

Sally Armstrong, our cleaner/caretaker, has resigned from the Committee with immediate effect and also indicated that she wishes to cease doing the above role as soon as a suitable replacement can be found. She will produce a list of her tasks and the Committee will begin to seek a candidate.

The Meeting ended at 12.35pm

Date of Next Meeting - 22nd November 2023