

**MINUTES OF GREAT EASTON VILLAGE HALL COMMITTEE  
MEETING  
HELD 22 NOVEMBER 2023**

**The meeting started 10.08**

**1. WELCOME AND APOLOGIES**

**Present: Vikki Halliday, Sue Peet, Teresa Chapman, Tim Smith,  
Alice Murdock, Lorna Bryant, Kay Mitchell (Minutes)**

**Apologies: Margaret Stamp**

**Sally Armstrong has resigned from the Committee**

**GUEST - BOB MITCHELL TO DISCUSS OPEN GARDENS 2024**

**Walk on the Wildside (WOTWS) are in the process of organising  
Open Gardens in Gt Easton, 23 June 2024.**

**A very informative paper was circulated to members prior to  
the meeting. From this, Bob outlined the main points and  
highlighted fund raising opportunities available for the VH;  
organising Refreshments, producing a high-end Raffle and  
a providing a Tombola. WOTWS are looking for partnerships with  
other groups to help organise the day.**

**The Church are exploring the possibility of providing  
refreshments and it was agreed the Village Hall will  
organise the Raffle and Tombola, sharing profits 50/50 with  
WOTWS. Starting early will enable the committee to contact  
organisations, local businesses and individuals for donations.**

**Action: VHC will take responsibility for the Raffle and Tombola  
A lead and working group to be established.**

**2. MATTERS ARISING**

**PURCHASE OF PICNIC BENCHES - deferred to next year until  
funds are available and stage blocks cleared.**

## **UPDATE on CARETAKER/CLEANER REPLACEMENT -**

**Despite advertising there has been limited interest. Sally is happy to continue until a replacement is found.**

**There have been enquiries about the cleaning part of the role however, there is no job description or clarity around hours available. Discussion regarding this becoming two roles i.e. a cleaner/a caretaker; this might make recruitment easier. Sally has been asked to provide a list of tasks and an idea of hours, however this hasn't been made available.**

**She is continuing to do the job for the time being and until the job-list is supplied we are unable to clarify for potential replacements.**

## **3. FINANCE**

### **NEW TREASURER - UPDATE**

**Two people have expressed a possible interest in the post and will be meeting with Vikki to find out what's involved.**

### **CURRENT FINANCIAL STATEMENT**

**£18,500 in current account with roof repairs and the stage blocks deposit paid for.**

**At present £16,200 VH funds are available**

**A discussion followed regarding holding a contingency sum in reserve.**

**It was agreed £10K should be set aside.**

**PORTABLE CARD MACHINES - these worked well at the recent Quiz Night. We used Rectory Farm machines as a trial, and can continue to use these at events, however Tim reported that newer version Apple Phones allow payment (providing there is WiFi).**

## **FINANCIAL PROJECTION TO APRIL 2024/SHORTFALL**

Following the loss of a number of our regular groups after Covid, coupled with high fuel costs and the current cost of living increases, the VH is predicting a shortfall at the end of this financial year.

Hire charges will increase in April 2024 which should help however we now need to start planning more fund raising events for next year and consider other ways to boost our income.

## **4. STAGING UPDATE (LF)**

New stage blocks on order and 50% deposit paid.

6 weeks to delivery - should arrive in time for the Panto

Once these have arrived arrangements will need to be made by GELT to remove the large stage blocks.

A deadline will need to be set.

Action LF

## **5. CHARGING REVIEW - C/F 2024**

Tim will write to regular groups to inform them of proposed increases in April 2024.

Anyone facing hardship from the increase or groups that might struggle will be invited to discuss with Tim

## **6. HALL REFURB AND REPAIRS**

Tim reported that the roof is no longer leaking. The down-pipe has been repaired and a collection 'bucket' positioned that will hopefully reduce leaves from falling down the pipe and causing blockages and potential flooding.

This has been an unplanned expenditure.

It was suggested the redecoration of the Hall may need to be postponed.

Funds have been raised specifically for this.

**There was discussion regarding the refurb. A quote would enable us to plan ahead.**

**Action: Obtaining a quote will at least enable us to start planning ahead.**

**Teresa to discuss with her contact and arrange to send the quote pro forma to (3) painters and decorators.**

## **7. FUND RAISING - We need a Grand Plan**

**A small working group is required to generate fund raising ideas for the coming year (Kay/Lorna/Teresa)**

**Recent QUIZ NIGHT - £1,125 raised**

**The event was a SELL OUT!!**

**Feedback has been positive**

**Perhaps over-catered slightly.**

**Card Machines a success**

**Raffle raised a profit**

**Some wine and prosecco adjustments, alongside some beer brands.**

**Number of helpers - maybe need some planned back up if people becomes unavailable last minute.**

**Paper plates - much easier if we can source environmentally-friendly options.**

**Numbers - agreed 70 appears to work**

**Some feedback has been passed on regarding over-pricing tickets**

## **FUTURE EVENTS**

**We need to have a plan for 2024, to ensure we meet our financial commitments.**

**Pop up Bars are popular. Unclear whether Mark is continuing, if not VHC will organise.**

**Action: Alice to contact Marks regarding the future of GEPOS Pop-up Bars.**

Could introduce food as well - Paella man from Uppingham or a Pizza van or sell crisps.

Mark and Di have arranged a number of forthcoming GEPOS Gigs Race Nights - have to buy these in and they work out really expensive

Cinema Night - have tried these in the past and uptake is low

Charity Fashion Show - SOS Fashion c/f

An Evening of Classical Music - email received. Discussion whether this would be popular in the village.

Speaker Evenings go down well - any interesting Speakers?

Andy's Photo Exhibition - Spring?

Another Quiz Night later in the year

**GO-FUND-ME PAGE** - Drayton VH have launched a Go Fund Me Page. Tim can set up a page if Sue could write a paragraph and we can publicise what the page is for.

Action Sue/Tim

It was agreed that we need to raise awareness and keep publicising the Hall as a valuable community resource.

**CHARITY APPLICATIONS/MHDC/PARISH COUNCIL** - these could be options for future funds c/f

## **8. AOB**

### **REVIEW AND UPDATE OF POLICIES T&Cs**

Following a recent party where some issues arose, another request has come in from someone in the same group. This will be a small family party scheduled for February.

The Committee were reluctant to accept the booking however new T&Cs have been written and need testing.

It was agreed we would accept the booking (with caution) and if there were any issues we would consider no external bookings in future

**PUTTING UP CHRISTMAS DECS: WEDNESDAY 29/11/ 2pm**  
**REVIEW AND UPDATE WEBSITE c/f**  
**ROLES AND RESPONSIBILITIES WITHIN THE COMMITTEE/  
WORKING GROUPS c/f**

**Meeting closed 12.30**