

MINUTES OF GREAT EASTON VILLAGE HALL COMMITTEE MEETING **WEDNESDAY 26TH JUNE 2024 - (10.00 am)**

The meeting started at 10.10 - Alice Murdock (Chair)

1. WELCOME AND APOLOGIES (Apologies Tim Smith, Sue Peet)

There was a question from Mandy about Membership, Roles, Trustees and Induction of new committee members. This is something that requires further exploration and inclusion in the Constitution.

Eve has resigned from the role of Treasurer but would like to remain involved with the VH Committee, however her work hours are likely to prevent her attending on the fourth Wednesday of the month at 10.00 am.

Bob Wilson joined the meeting at 11am and was welcomed by the Committee as the PC Rep.

2. MINUTES OF PREVIOUS MEETING (22 May 2024)

Agreed

3. MATTERS ARISING

- Cleaner/Caretaker role

There have been no enquiries regarding this role despite regular adverts in the Parish Mag. It was agreed to delete the 'caretaker' part from the role title, therefore we are essentially looking to recruit a cleaner for 2/3 hours per week @ £15 per hour. Salary to be advertised and it is essential that any prospective applicant must be flexible.

Action: Alice to advertise in GEMS/on the VH Website/the Nextdoor Page:

Flexible working on average 2 hours per week, at the beginning and end of the week

Professional cleaner

Alice will re-write advert

- Constitution circulated and requires further discussion **c/f**

4. FINANCE

Following the resignation of Eve, Mandy was formally accepted as the new Treasurer - proposed by Alice, seconded by Teresa.

A Financial Statement was circulated to members prior to the meeting, by Mandy, via email. She has refigured headings for payment which will give us a better picture of pinch-points

Eve is still the primary user at the moment - this needs transferring to Mandy along with a secondary user. The form for HSBC needs completing.

Future Planning/Plan of Works - Mandy is scheduled to speak to Mark Haynes and will feedback at the next meeting. Mark has, in the past, audited our finances. This may also provide a clearer picture and assist with long term planning.

2023 - Charities Commission Payment. Tim reports that his Log-in has run out, therefore accounts can't be submitted This is a priority as they are overdue. **Tim's Action.**

Grants - Eve was researching this matter, however, as we have had some success gaining funds from the Maud Elkington Charity there was discussion regarding another local charity, Valentine Goodman, who may also be worth approaching. **(Action Alice/Kathy Gibb)**

106 Funding application and Grant Applications to MHDC

c/f a Committee to be set up with Mandy/Teresa/Lorna, including external members with relevant expertise

4. HALL REFURB AND REPAIRS

- Decorating Update - Lorna met with a local painter, who will probably provide us with a quote and also give us a quote for making-good the outside wall underneath the kitchen window. Tim was going to liaise with Willy Boyd, who had possibly identified a painter. In Tim's absence, nothing to report.
- **C/f Tim and update from Lorna (and Kay)**
- **Additional quotes can be pursued; Kay has a copy of the Work Spec, if required.**
- Solar Panels: Tim has provided more information to MHDC so will await a response. Bob Wilson asked about costs and suggested contacting FCC Environment as we may meet criteria for a grant.
- Picnic Tables/Garden Seating: Alice has installed two new benches and these were used successfully at the Open Gardens event. She is

awaiting the grant from Maud Elkington Trust to pay the invoice. It was acknowledged these are heavy to move.

- Structural Survey - Kay recounted a recent conversation with David Beaumont (Surveyor), regarding the VH. David advised that his company often undertake surveys on behalf of Charities, at a reduced charge e.g. £300-£400. Bob commented this will give us a basis to get quotes in and prioritise. **Action Kay to contact Mr Beaumont.**

6. FUND RAISING

Open Gardens Feedback

Teresa reported this has been a huge success, lots of compliments being passed on, people really enjoyed the day. it was well attended with large numbers and well organised.

The Village Hall made £449 from the Tombola and Raffle. It was gratefully acknowledged that we had some amazing donations for both. Some funds will go to the Church (for organising Refreshments) and the remainder to Walk on the Wildside, towards local Environmental Projects.

On Sunday 2nd July at 1pm, Helpers+1 can have a tour of some of the gardens, followed by refreshments at the VH

Big Banger Quiz date (GEPOS Promotions Clash)

Alice reported that Mark Howson has booked a band for 8th November which clashes with our Big Banger Quiz. This will have to be rescheduled for the New Year. Mark's future Band Nights are booked for 5th October and 8th November.

Pop-Up Bar

Mark and Diane will no longer be running the Pop-Up Bar Social, with the last one taking place this month (Friday 29th June). They have asked if the VHC would be interested in continuing these events once a month, as well as running the bar for their Gigs. Bar profits would go to the VH.

Mark has indicated we could make approx £250 per night. He will advise on stock/buying contacts/numbers on rota (possibly more for Gigs). It was noted that these events require better promotion and advertising (which will incur a cost). The VH will also need to apply for a temporary events licence.

Lorna commented the VH will need to know in advance what Gigs GEPOS are planning for 2025. Some residents will be disappointed that the Quiz has to be re-arranged; it was acknowledged not everyone attends Gigs and the Pop-Up Bar, and we must be mindful to organise events/entertainments that meet the needs of all members of our community.

Alice indicated we are likely to make more money on Pop-ups and Gigs however any additional funds will help towards meeting our targets.

A discussion followed about when these should start: The last Friday of the month, starting 30th August, was confirmed. Bob Wilson will liaise with Kevin Chapman about the set up and buying etc. however we will need to organise rotas and get Zettle set-up

Alice will ask Jemima to design a poster for a Logo that can be re-circulated - as a 'brand'.

Future Fund Raising Events

IDEAS (c/f ALL)

7. AOB

- Chris and Mark Stirney joined the meeting to explain a fund raiser they are planning to organise to raise funds for the VH.

They are proposing a Board Game Cafe on Sunday afternoons during the winter months, 2 - 4 pm, starting Oct/Nov, aimed at all ages.

Mark and Chris may need some help/support with refreshments on a rota, as well as running the games games, sourcing games, buying games etc.

Advertising is essential, through local groups, PTA, GEMs and Parish Mag. Sourcing games in good condition.

All ideas welcome. **c/f All**

- Fire Risk Assessment (**KM - in progress**)
- Lead Roles and Responsibilities **c/f to July meeting*** Action: **TC/ML**
- Update/improve VH Website - Facebook Page suggested by Mandy **c/f**

- Teresa reported Tea and Tales will continue as daytime session only, once a month
- Questionnaires - Kay has drafted some very basic questionnaires so we can gather feedback from our customers and our community **c/f and circulate**
- GEMS - Sue Peet - next insert will be asking/encouraging people to offer skills to the VH
- Lorna reported that the disabled toilet in the new extension wasn't working at Open Gardens
- **Meeting closed 12.35**

**Date of next meeting: 24th July 2024 at 10 am
(Will need to recruit a new Secretary)**