

MINUTES OF GREAT EASTON VILLAGE HALL COMMITTEE MEETING

Weds 26th February 2025, 10am

Present: Tim Smith (Chair), Alice Murdock (Deputy Chair), Lorna Bryant, Teresa Chapman, Mandy Law, Sue Peet, Margaret Stamp, Chris Stirney, Bob Wilson

Apologies: Louisa Feltham

Minutes of the previous meeting

The minutes of the previous meeting were read and agreed by those present.

Matters Arising

Constitution, Policies & Trustees

The working group has taken guidance from ACRE about our constitution. The next stage is to summarise and interpret re. how this applies to GEVH. Tim to arrange another working group meeting. It was noted that we may not need a constitution. An update to be given at next committee meeting. (TS, ML, CS)

Secretarial Role

Sue has taken on this role.

Fire Risk Assessment (FRA)

No update from Lucy Walsh, who reviewed our original FRA. Bob will now review our policy. (BW)

Back disabled toilet works

Carried forward

Garden Furniture Fix

Carried forward

Dog fouling surveillance

No fouling noted recently. To monitor.

Roof Gutter

Bob carried out a visual check from the GEVH ladder and all was clear. Rainwater appears to be draining appropriately at the moment. Carry forward until September unless there is extreme weather in the interim.

Village Hall Volunteers Week

- Merchandise received: posters and badges (some at Farm Shop/to be used at events such as FFS)
- Preparatory work has been undertaken including putting posters in the windows to advertise.
- 11 Village Hall groups have signed up; waiting to hear from Parish Council – Bob to chase up (BW)
- The Village Hall Committee will create annotated caricatures; everyone to provide a headshot for Mandy who will use AI to create caricatures; each to create own strapline/annotation (ALL)
- Posters to be put up in hall windows on Sunday 16th March (ALL)

Sound and Lighting

Louisa concerned about damage to spotlights: a connection between the desk and lights is not working. A possible cause is a connecting cable with 1 pin is pushed in. Terry has been consulted (also about cost of audio cables). Awaiting clarification. Bob to advise Mark Howson ahead of next gig on 29th March. (BW)

Water leak

Anglian Water visited today. No obvious cause following inspection of taps, toilets & heating (sealed unit). It is causing significantly excess water usage when compared with last year. Tim has messaged a plumber (John Unwin) who should come out later this week. In the interim, Tim is sending a message to all regular groups to turn stopcock on at the start of each session and off at the end of each session. (TS)

Electrical works

Carried forward as awaiting response from electrician (see note from previous minutes for details)

Financial Statement

- Summary of current financial position: a budgeted surplus of £2500
 - Comparing actual versus budget, these are the issues:
 - private income down 40% from last year; boosted by Quiz should give a surplus of £3500
 - overall, down £170 per month (regular income v. outgoings)
 - FFS and the Quiz help us to break even
 - Need to set priorities for year-end (31/3/25): Mandy & Tim to present options (ML, TS)
 - Will consider additional marketing of the hall - new Marketing Group agreed (TC, CS, LB)
 - Mandy suggested changes to presentation of final set of accounts; will consult Mark Haynes (ML)
 - Walk on the Wild Side (WOWS) funds are in GEVH bank account; to be designated for environmental/wildlife/gardening projects subject to agreement by both WOWS and GEVH.
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106 Funding/Grant Application Working Group

A further meeting of the working group has pulled together a list for proposed works to the kitchen including new floor, worksurfaces, drawer units, larger fridge etc. The next step is to obtain quotes. It was requested that the stopcock for the outside tap (far left-hand cupboard) is made more accessible

Alcohol Licence

Licence has been confirmed. Awaiting paperwork, which will need to be displayed in the hall. Needs to be renewed annually (cost of £1.91)

Hall Refurb & Repairs

Decorating Update

Carried forward

Structural Survey - Priority List

Apologies from Kieran Law. Carried forward to next month

Fund Raising

- **Final Friday Social & GEPOS bars (BW)**
 - Bob is drawing up a rota. The February FFS and the next GEPOS gig are both covered.
 - Stock carried over from quiz needs to be accounted for. Mandy will take soundings on this.
 - Bob has purchased four tall stools at a cost of £90 (inc. £10 delivery), which he will claim back.
 - The bar is stored in archive room: need to check with archiving group that it's not in the way (AM)
 - Merridan Northover is available to play acoustic guitar at a FFS. It was agreed to suggest a possible summer date when there is more space. Terms to be discussed in line with a fund-raising event. (SP)
 - Pam Coningsby has offered to make veg samosas for a FFS. To be discussed with her further (SP)
 - **100 Club**

We have received a re-donation of £15 from one of last month's winners.
 - **Valentine's Quiz**

Excellent quiz by Alice & Andy Murdoch.
Sales: £900 tickets; £780 bar; £231 raffle; **Expenses** £512 (of which food = £152); **Profit:** £1398
This represents a 25% increase on 2024, primarily due to bar and raffle. Catering was straightforward, although it was agreed we should have a single kitchen manager to direct operations at future events. The menu worked well; could consider some alterations for variety next time.
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AOB

- Lorraine happy to continue with mowing the lawn this year.
 - Need to purchase two green bin licences –13th March is first collection (ML)
 - Cleaning – Claire is still not well; Jemima happy to continue cleaning
 - Heating insufficient at Tea & Tales: very cold; agreed to put heating on earlier; review going forward
 - "Use it or Lose It" have enquired but not yet progressed to booking, due to insufficient interest
 - Suggestion to put on our own bands with local musicians, possibly as a summer event; agreed to take soundings re impact on GEPOS gigs, if any (BW)
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The meeting closed at 12.20pm

The next meeting will be held on Wednesday 26th March 2025, 10am