

**Minutes of the Wilstone Village Hall Committee Meeting held on  
12 November 2018 at 8.00pm at Half Moon.**

**Present:** Cllr P Lovis (PL), Miss D Crapnell (DC), Mr C Reedman (CR), Mrs S Reedman (SR), Mr R Smissen (RS), Mr A Short (TS) Mrs I McCall (IM), Mr P Cogger (PC).

**In Attendance:** Peter Walker

**Apologies:** Mr C Cobb (CC), Mrs J Walker (JW), Mr N Williams (NW), Mr P Kemp (PK), Mr M Postings (MP)

**18/45 Minutes of the Meeting held on 10 September 2018.**

The minutes, having been circulated prior to the meeting, were agreed as an accurate representation after an adjustment to 18/41 about preferred date being 23<sup>rd</sup> June 2019.

**18/46 Matters Arising**

Action points from 10 September 2018	Who	Status
18/32 Security light still to be fixed	RS	CF
18/36 Payment of Honorarium to Caretaker and Secretary of £500 each.	NW	CF
18/37 Audio/Visual equipment and existing insurance provision and level of cover.	NW	CF
18/39 Film night dates to be added to website	NW	CF
18/43 Order Wreath for Remembrance Sunday	RS	Closed

**18/47 Projector Equipment**

Peter Walker gave an update on the use of equipment at the recent film night and the need for a further purchase of remote operating equipment. This would allow operation via a single phone app, instead of remote devices. The cost is £500 and had been agreed between NW and RS as an extension of costs to the project.

**18/48 Hall Decoration**

CR commented on the need for some minor works and decoration in the entrance, main hall and committee room. It was agreed that RS would meet with CR and Steve Iley in order to give him an opportunity to quote for the business.

It was also suggested the opportunity to tender be placed in the Village News if appropriate.

The condition of the window curtains was discussed and IM said she would look to get some sample fabric.

Peter Walker offered to help the Committee with ideas on better use and layout of the Committee Room.

**18/49 Committee Secretary**

RS informed the Committee that Anna Frank had offered to fill the vacant and will hopefully be available for the next meeting. IM said she would notify the Village News to remove the advert.

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**18/50 Treasurer's Report**

Balances	12 Nov 2018
Current	£1,703.37
Deposit	£13,898.14
Money Market	£18,179.45
Petty cash	£436.74
Awaiting paying in	£0.00
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	£34,217.70
Outstanding bills	£0.00
Unpaid cheques	£0.00
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Total funds	£34,217.70

**18/51 Website**

RS asked if anyone could explain the difference between:

- wilstone.org
- wilstonevillagehall.org

RS will ask NW

**18/52 Past Events**

Nothing to add.

**18/53 Future Events**

**Film Night** – The possibility of an April '19 event is being considered.

**Village Event** – DC asked if the WVHC would act as the banker for the Village Event (as per the previous event). RS will discuss with NW but doesn't think this will be an issue as we had done this previously and benefited from the event. In addition, NW will also need to check on the halls public liability insurance.

**18/54 Hall Lettings**

All OK and 2019 current regulars are signed up and diary up to date

**18/55 Any Other Business**

RS to buy a Christmas Tree for the hall and asked CR and SR if they would be kind enough to decorate.

**18/56 Date of next meeting**

14th January 2019, at the Half Moon, 8pm.

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**Summary of actions from this meeting.**

<b>Action points from 12 November 2018</b>	<b>Who</b>	<b>Status</b>
18/39 Film night dates to be added to website	NW	
18/48 To meet with Steve Iley regarding quote for decorating.	RS/CR	
18/48 Curtain samples	IM	
18/48 Ideas on better use and layout of the Committee Room	PW/RS	
18/49 Remove advert for Minutes Secretary from Village News	IM	
18/50 Difference between the two domains for the wilstone hall website	RS/NW	
18/53 Village Event – <ul style="list-style-type: none"> <li>• Will the WVHC act as the banker for the Village Event (as per the previous event).</li> <li>• NW to check on the hall's public liability insurance.</li> </ul>	RS/NW  NW	
18/55 Christmas Tree	RS/CR/SR	