

**Minutes of the Wilstone Village Hall Committee Meeting held on  
16 May 2016 following the AGM, at St Cross Church, Wilstone**

**Minute Nos. 16/31-16/42**

**Present:**

Mr R Briant (RB)  
Mrs M Buchi (MB)  
Mr Chris Cobb (CC)  
Miss D Crapnell (DC)  
Mr P Kemp (PK)  
Mrs I McCall (IM)  
Mr M Postings (MP)  
Mr C Reedman (CR)  
Mr R Smissen (RS)           Chairman  
Mrs S Reedman (SR)  
Ms J Roust (JR)            Secretary  
Mrs J Walker (JW)  
Mr N Williams (NW)        Treasurer

**Apologies:**

Mr A Short (TS)  
  
In Attendance  
Mr P Walker  
Mr P Buchi

**ACTION**

**16/31 Election of Officers**  
Chairman - R Smissen (for one more year)  
Secretary - J Roust  
Treasurer - N Williams  
Bookings Secretary - T Short (for one more year)

**16/32 Minutes of the Meeting held on 14 March 2016**  
The Minutes having been circulated prior to the meeting, were agreed as an accurate representation.

**16/33 Matters Arising**

<b>Action Points of meeting held on 14 March 2016</b>		
<b>Action</b>	<b>Who</b>	<b>Deadline</b>
Replacement doors for kitchen carcasses (fit drawers and remaining cupboards)	PK/RS	CF
CR to make a note of the details on the light so RS can order a replacement.	CR/RS	CLOSED
Circulate quote from Scott Lee for hall electrics)	JW	CLOSED
Repair noticeboard	RS	CF
Hooks for around outside of hall for bunting etc.	RS	5 June
Investigate isolating glasswasher for committee use only	RS	CLOSED
Order wine for film night	RS	CLOSED
Look at the two doors in gents toilets	RB	CLOSED
Contact Tring School to see if they want some of our black plastic chairs	PK	CLOSED
JW to ask Peter Walker to see if there is any negotiation on price if Scott Lee does both electrical jobs and sort out the non-maintained light in the cupboard and the non-working striplights	JW	CLOSED
JW to circulate final price of electrical work and engage Scott Lee to do the work	JW	CLOSED

		<b>ACTION</b>
RS to forward Chris Cobb's email to committee	RS	CLOSED
NW will contact CC to confirm what the live URL will be	NW	CLOSED
Irene to distribute quote from Mike Harrison when it's received	IM	CLOSED
RS to let Jo Woodbridge know the committee have no events planned for September	RS	CLOSED

**i) Action Points**

Non-maintained light to be included with electrical work in storage cupboard.

Hall electrics - Phase 1 is completed. Phase 2 which includes certification will be complete before the fete. Scott Lee suggested replacing strip lights behind curtain pelmets with LED lights.

Hooks for bunting - if RS gets hooks, RB will install them.

Isolate glasswasher plug - NW has come up with a solution that works. If there are problems with it down the line we will look for a more permanent solution.

Accident involving chair - there was an accident involving a member of the whist club in which a chair collapsed under her. If any defective chairs are found they should be removed from public use immediately

**16/34 Ladies' Toilets**

We may have to give notice to playgroup before work starts on toilets. Work will last for approximately two months and will start in August.

Action TS: to write to the playgroup informing them that refurbishment work will be carried out on ladies toilets in August.

**TS**

**16/35 Changes to Hall Hire Rates**

Currently the rates are £8, £10 and £15. It was agreed we need to put the rates up. For the next meeting we need to know what the make up of our hirers is. NW will produce this. The consensus of the meeting was to keep the village rate as it is. NW volunteered to write to hirers informing them of rate increase when new rates are agreed.

**NW  
NW**

**16/36 Treasurer's Report**

Finances are in good shape.

**16/37 Website**

People seem happy with the website. NW will point old website at new site URL.

**NW**

**16/38 Past Events**

**Film Night** - the last film was James Bond and was a good event. RS made the comment that we need to raise our bar prices as the cost of alcohol has been going up over the last few years. We will discuss this at the next meeting.

**JER**

**16/39 Future Events**

**Fete** - the last planning meeting is next Monday. We have a few more trade stands and more items to fit onto field. NW asked JW for a list of

**JW**

## ACTION

stalls and who he should get payment from and prices that will be charged on our stalls. Help is needed to set up on Saturday.

### Film Nights

The dates are booked and in the diary for the autumn schedule.

### 16/40 Hall Lettings

TS was not at the meeting, but bookings appear to be going well.

### 16/41 Any Other Business

- Peter Walker (PW) asked if we could have wi-fi in the hall as there is going to be a relay put on the village hall for village networks. This was thought to be a good idea. PW will try and negotiate this as a freebie.
- PK would like to use the field for parking on 30 July. This was agreed.
- Temporary events licenses - these have been increased from 12 to 15 licenses a year.

### 16/42 Date of Next Meeting

The next meeting will be held on Monday 13 June in the 19th Hole, Half Moon. Provisional dates for future meetings are ~~11 July~~ 18 July and 12 September.

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Replacement doors for kitchen carcasses (fit drawers and remaining cupboards)	PK/RS	CF
Repair noticeboard	RS	CF
Hooks for around outside of hall for bunting etc	RS	5 June
Write to playgroup informing them that refurb work will be carried out on ladies toilets in August	TS	
Produce report showing make up of regular hall hirers and rate they pay	NW	
Write to hirers informing them of increase after next meeting	NW	
Point old website at new site URL	NW	
Put bar prices on agenda of next meeting	JER	
Provide list of fete stalls for NW and who he should get payment from on the day and prices that will be charged on our stalls	JW	
Help to set up for fete	ALL	