

**Minutes of the Wilstone Village Hall Committee Meeting held on
10 October 2016 at 8.00 pm at the Half Moon, Wilstone**

Minute Nos. 16/74-16/81

Present:

Miss D Crapnell (DC)
Mrs I McCall (IM)
Mr M Postings (MP)
Mr C Reedman (CR)
Mrs S Reedman (SR)
Mr A Short (TS)
Mr R Smissen (RS) Chairman
Ms J Roust (JR) Secretary
Mrs J Walker (JW)
Mr N Williams (NW) Treasurer

Apologies:

Mr R Briant (RB)
Mrs M Buchi (MB)
Mr Chris Cobb (CC)
Mr P Kemp (PK)

ACTION

16/74 Minutes of the Meeting held on 12 September 2016

The Minutes having been circulated prior to the meeting, were agreed as an accurate representation.

16/75 Matters Arising

| Action Points of meeting held on 12 September 2016 | | |
|---|------------|-----------------|
| Action | Who | Deadline |
| Replacement doors for kitchen carcasses | PK/RS | CF |
| Repair noticeboard | RS | CF |
| Talk to fitters re: payment for work carried out so far | RS | CLOSED |
| Liaise on website refresh | CC/NW/JR | CLOSED |
| Book hall out for village event | JW/TS | CLOSED |
| Write to hirers informing them of increase in hire rates | NW | CLOSED |
| Write to TRPC Chair re: funding for defibrillator storage for public access | RS | CF |

Kitchen doors – may be able to solve problem of doors not closing by moving the hinges.

Noticeboard – on-going.

Ladies' WC fitters – paid for work carried out so far.

Village event - 25 June is date for village event and hall is booked out for the day.

Defibrillator – TRPC had approached the antiques shop to put a defibrillator outside. RS had contacted the ex-clerk of TRPC asking for email address for Chair and is waiting to hear back. An external housing and defibrillator would be approx. £590 +vat. It was agreed to put one outside the village hall even if we do not receive funding from TRPC.

Toilet refurbishment – unisex toilet and storeroom are nearly finished.

We will be able to move wine stocks back into storeroom before the film night. The ladies' WC will not be complete by the film night but RS will contact the fitters to see if it can be made usable.

RS

16/76 Treasurer's Report

Finances are healthy.

| Balances | 10 Oct 2016 | |
|--|--------------------|--|
| Current | 1,415.35 | |
| Deposit | 22,277.20 | |
| Money Market | 7,000.00 | |
| Petty cash | 277.83 | |
| Awaiting paying in | 410.00 | |
| | <u>31,380.38</u> | |
| Outstanding bills | 0.00 | |
| Unpaid cheques | 0.00 | |
| Total funds | <u>31,380.38</u> | |
| Approx. profit current financial year | -9,700.00 | £2,500 toilet refurb, £300 PRS licence paid since last meeting |

16/77 Website

Website refresh is progressing well.

16/78 Future Events

Film Nights

21 October - Dad's Army. Ticket sales are going well. Need to check alcohol stocks once wine and beer are back in storeroom. Fred's pizza will be supplying pizzas.

The November film will be The Dressmaker.

NW

Village Event

Next year there will be a new event in conjunction with open gardens. There will be another planning meeting for this in November.

IM has a friend with a vintage ice cream van and will contact them to see if willing to bring it along to event.

IM

Quiz Night

DC suggested holding another quiz night in the hall.

16/79 Hall Lettings

Hall bookings are going well and we have had an enquiry from another dance class.

16/80 Any Other Business

- RS suggested storing chemicals in alcohol storage room for H&S reasons. Brownies were using a lockable cupboard they no longer need. CR will check to see if it's empty.
- Router – electrics have been put in and next week a router (supplied free of charge by Village Networks) will be installed. Non-maintained light in storeroom needs to be connected by Scott Lee.
- Spotlights on glitter ball – these need to be pointed at glitter ball. The ball also needs a polish.

CR

**JW
RS**

16/81 Date of Next Meeting

The next meeting will be held on Monday 14 November in the 19th Hole, Half Moon. Provisional dates for future meetings are 12 December, 9 January.

| Action Points of meeting held on 10 October 2016 | | |
|--|------------|-----------------|
| Action | Who | Deadline |
| Replacement doors for kitchen carcasses (fit drawers and remaining cupboards) | PK/RS | |
| Repair noticeboard | RS | |
| Write to TRPC Chair re: funding for defibrillator storage for public access | RS | |
| Contact the toilet fitters to see if ladies' WC can be made usable for film night | RS | 21 Oct |
| Check wine and beer stocks for film night | NW | 21 Oct |
| Contact friend with vintage ice cream van to see if willing to bring it along to village event | IM | |
| Check if storage cupboard Brownies were using is empty | CR | |
| Contact Scott Lee re: non-maintained light in storeroom | JW | |
| Reposition spotlights to point at glitter ball | RS | |