

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

Minute Nos. 16/82-16/89

Present:

Mrs M Buchi (MB)
Miss D Crapnell (DC)
Mr P Kemp (PK)
Mrs I McCall (IM)
Mr C Reedman (CR)
Mrs S Reedman (SR)
Mr R Smissen (RS) Chairman
Ms J Roust (JR) Secretary
Mr N Williams (NW) Treasurer

Apologies:

Mr R Briant (RB)
Mr Chris Cobb (CC)
Mr M Postings (MP)
Mr A Short (TS)
Mrs J Walker (JW)

In Attendance
Mr P Walker

ACTION

16/82 Minutes of the Meeting held on 10 October 2016

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

16/83 Matters Arising

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

Defibrillator – this should be discussed at next TRPC meeting.

Ladies WC – the electrician needs to come back to finish off. The cost so far is approx £12K.

Wine and beer stocks – RS will go to Majestic and buy a mix of wines.

Storage/cleaning cupboard – NW has key to cupboard that used to be used by Brownies and will give copy to Bella so she can store cleaning chemicals safely.

16/84 Treasurer's Report

Finances are healthy. We are approx. £15k down on last year.

The Thursday night whist group reported that they had raised £200 for The Wooden Spoon charity and thanked us for use of the Hall for the event.

Balances 14 Nov 2016

Current	705.52
Deposit	16,277.53
Money Market	7,000.00
Petty cash	957.33
Awaiting paying in	436.50
	<hr/>
	25,376.88

Outstanding bills	0.00
Unpaid cheques	0.00
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Total funds	25,376.88

	-	... but we've spent over
Approx. profit	15,500.00	£23,500 on major works this
current financial year		year

16/85 Website

Website refresh is progressing well. The site is live at www.wilstone.org. Committee were asked to take a look and pass on any comments to CC, NW or JR.

16/86 Future Events Film Nights

Peter Walker attended the meeting to discuss forthcoming films. 18 November – The Dressmaker. Food supplied by the shop. The December film will be *Marvellous*; January film will be *Florence*. February film will be *Bridget Jones' Baby*

Village Event

There will be a meeting on Monday to discuss. IM had passed on details of the ice cream van to JW.

A gin evening - was suggested with a talk from the company opening a gin distillery in Wilstone. RS will talk to Ken.

RS

Past Events

Film Night went well and was a pleasant evening.

16/87 Hall Lettings

Hall bookings are going well. There is a new booking for a Tai Chi class on Monday mornings.

16/88 Any Other Business

- A comment was made at the last film night that the ovens need a professional clean, which will cost approx. £100. Peter Walker had volunteered to contact a company to do this. This was agreed by the committee.
- Inductive loop was not working at the last film night. NW and RS will

ACTION

- test it before the next film night. RS will order a new listening device for the loop.
- Decoration of the hall – RB supplied a quote to paint the interior areas of the hall (entrance hall, main hall and committee room). This was discussed in his absence and it was agreed that comparative quotes would be needed before the work could go ahead. These quotes would need to meet the same conditions as RB's quote of carrying out the work when the hall is closed.
 - Replacing the carpet in the committee room with wipe clean flooring was discussed. IM will let RS have details of wood-effect vinyl flooring she has used. The main hall will be painted in a neutral cream colour and the committee room will be a different colour to differentiate it. Will ask RB to look at the folding doors, curtain track and sockets in the committee room.
 - *(RB was called in for the end of this item.)* Gym equipment has been installed on the recreation ground. There was no consultation about where this equipment was going to be put and no risk assessment appears to have been done. PK raised concerns about where the zip wire will be installed. Insurance was also questioned. Is the Parish Council insured for accidents on the play equipment? RB will write to TRPC Chair asking about liability insurance. PK and RS will print a draft note and circulate for committee's input and give to RB to table at the next council meeting. RB alerted the committee to the fact there is a petition for a skateboard park.
 - The clock has been knocked off the wall in the main hall.
 - TRPC normally supply the money for a Christmas tree. It will be put up outside under the porch.

16/89 Date of Next Meeting

The next meeting will be held on Monday 9 January in the 19th Hole, Half Moon. The December meeting was cancelled.

Action Points of meeting held on 14 November 2016		
Action	Who	Deadline
Replacement doors for kitchen carcasses (fit drawers and remaining cupboards)	PK/RS	
Contact Scott Lee re: non-maintained light in storeroom	JW	
Reposition spotlights to point at glitter ball	RS	
Talk to Ken re: gin evening	RS	
Arrange professional clean of ovens – notify Peter Walker committee have agreed this	JW	
Order new listening device for inductive loop	RS	
Supply RS with details of vinyl flooring	IM	
Write and circulate draft note to committee for input about liability insurance for new keep-fit / play equipment on recreation ground, and give to RB to table at the next council meeting.	PK/RS	
Obtain comparative decorating quotes	RS	