

**Minutes of the Wilstone Village Hall Committee Meeting held on  
13 February 2017 at 8.00 pm at the Half Moon, Wilstone**

**Minute Nos. 17/09-17/16**

**Present:**

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

**Apologies:**

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

**ACTION**

**17/09 Minutes of the Meeting held on 9 January 2017**

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

**17/10 Matters Arising**

<b>Action Points of meeting held on 9 January 2017</b>		
<b>Action</b>	<b>Who</b>	<b>Deadline</b>
Replacement doors for kitchen carcasses (fit drawers and remaining cupboards)	PK/RS	CF
Contact Scott Lee re: non-maintained light in storeroom	JW	CF
Reposition spotlights to point at glitter ball	RS	CF
Talk to Ken re: gin evening	RS	CLOSED
RS to write to John Thirkettle re: insurance, age restrictions, maintenance and location of zip wire using contact details on leaflet	PK/RS	CLOSED
Find out at next TRPC meeting if funding is available for external housing of defibrillator	RS	CF
Find out what electrical feed the defibrillator needs	PK	CLOSED
Email NW changes needed for website activities page	TS	CLOSED
Check wine stocks for film night	NW	CF
Order wine for film night	PK/RS	CF
Update hall hire T&Cs	TS/CR/RS	CF
Book church for AGM on 10 May, if available	CR/SR	CLOSED
Rod the pipes of non-discharging ladies WC	CR	CLOSED
Inform Cliff Yeardye or problem with ladies WC	RS	CLOSED
Inform Cliff Yeardye that lock release on outside of WCs needs changing as metal is too soft to open with screwdriver	RS	CF

Non-maintained light – Scott Lee is aware of this.

Zip wire - John Thirkettle of TRPC had responded to RS regarding our concerns about the cableway and its close proximity to the gravel path. It has been agreed to move the cableway to other side of the recreation ground.

**ACTION**

Defibrillator exterior housing – two sockets have now been put on the wall in the disabled WC to provide exterior power to the defibrillator if we go ahead with it.

Hall hire terms and conditions – RS/TS/CR had a meeting and went through T&Cs. RS has their comments to update the T&Cs.

AGM - Church has been booked for the AGM.

Disabled WC – the walls have been replastered and will be painted once the plaster has dried out. It will be finished by 3 March.

**RS****17/11 Treasurer's Report**

Nothing exceptional to report. NW explained that due to his hearing difficulties it is hard to participate in the meetings. He is willing to carry on as Treasurer but proposed not coming to meetings and asked if anyone had any issues with this. It was agreed that NW would continue as Treasurer but stand down from the meetings unless there is something financial which needs his input.

Balances	13 Feb 2017
Current	805.51
Deposit	16,177.97
Money Market	7,000.00
Petty cash	1,095.57
Awaiting paying in	455.00
	<hr/>
	25,534.05
Outstanding bills	0.00
Unpaid cheques	0.00
	<hr/>
Total funds	25,534.05

**17/12 Website**

Nothing to report

**17/13 Future Events**

**Film Nights** – the film this Friday is Bridget Jones' Baby. MP will help RS to run the bar. Set up time will be 5pm. The shop will provide crisps and peanuts to sell in the bar.

**Village event** – there was a planning meeting last week. The Open Gardens has been listed on the NGS website.

Profits will be divided between Parkinsons Society, allotments and church.

Agreement would be required from the committee as the Village Hall will incur costs on this event. Is the VHC prepared to underwrite any overheads? DC and JW will circulate a costing proposal to the committee prior to the next VHC meeting.

**DC/JW**

**Gin Event** - PK is planning on hosting a wine tasting event instead of the gin evening. He would like a 50/50 split between the hall and his son, Alex, who is doing World Challenge. NW proposed, and it was

**ACTION**

agreed, that after costs all profits would go to Alex. Provisional date is 6 May.

**Past Events**

Film Night – the last film was Florence Foster Jenkins and was a good evening.

**17/14 Hall Lettings**

These are going well.

**17/15 Any Other Business**

Recruitment of Membership Secretary / committee members - NW had put a notice in Village News for a Membership Secretary, also asking for other committee members, and this will run March, April and May.

**17/16 Date of Next Meeting**

The next meeting will be held on Monday 13 March in the 19th Hole, Half Moon. Proposed dates for the rest of the year are: 10 April, Wednesday 10 May (AGM), 12 June, 10 July, 11 September, 9 October, 13 November and 11 December.

<b>Action Points of meeting held on 13 February 2017</b>		
<b>Action</b>	<b>Who</b>	<b>Deadline</b>
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	
Find out at next TRPC meeting if funding is available for external housing of defibrillator	RS	
Check wine stocks for film night	NW	
Order wine for film night	PK/RS	
Update hall hire T&Cs	RS	
Inform Cliff Yeardye that lock release on outside of WCs needs changing as metal is too soft to open with screwdriver	RS	
Circulate a costing proposal for the village event to the committee prior to the next VHC meeting	DC/JW	