

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

**Minute Nos. 17/17-17/24**

**Present:**

Miss D Crapnell (DC)  
Mr P Kemp (PK)  
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

**Apologies:**

Mrs M Buchi (MB)  
Mr Chris Cobb (CC)  
Mrs J Walker (JW)  
Mr N Williams (NW)                      Treasurer  
  
Mr R Briant had resigned as Parish Councillor so no longer on WVHC

**ACTION**

**17/17 Minutes of the Meeting held on 13 February 2017**  
The Minutes having been circulated prior to the meeting, were agreed as an accurate representation.

**17/18 Matters Arising**

<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	CF
Contact Scott Lee re: non-maintained light in storeroom	JW	CF
Reposition spotlights to point at glitter ball	RS	CF
Find out at next TRPC meeting if funding is available for external housing of defibrillator	RS	CF
Check wine stocks for film night	NW	CF
Order wine for film night	PK/RS	CF
Update hall hire T&Cs	RS	CF
Inform Cliff Yeardye that lock release on outside of WCs needs changing as metal is too soft to open with screwdriver	RS	CF
Circulate a costing proposal for the village event to the committee prior to the next VHC meeting	DC/JW	CF

Defibrillator exterior housing – this will be left as an action point until new Parish Council is elected.

Wine stocks – NW to be asked to check what wine is in storeroom and update RS

**NW/RS**

Disabled WC – paper towel dispenser required. DC offered to get one from Costco. RS to organise skirting in disabled WC.

**DC  
RS  
PW**

Village event – Peter Walker will work on costing proposal.

**17/19 Treasurer's Report**

Nothing exceptional to report.

Balances	13 March 2017	
Current	1,548.73	
Deposit	15,828.38	
Money Market	7,000.00	
Petty cash	695.67	
Awaiting paying in	0.00	
	<u>25,072.78</u>	
Outstanding bills	-1,135.00	final toilet refurb bill
Unpaid cheques	0.00	
Total funds	<u>23,937.78</u>	

Approx. profit		... but we've spent over
Current financial year	-15,600.00	£24,600 on major works
		this year

**17/20 Website**

Nothing to report

**17/21 Future Events**

**Film Nights** – the film this Friday is Fantastic Beasts and Where to Find Them.

**Village event** – planning is on-going

**Wine Evening** - 6 May 2017, 7.30. The evening will be a simple wine and food quiz. Tickets will be £15 per head with a maximum attendance of 60 people. PK has submitted article about the evening to the next issue of the Village News.

**Past Events**

Film Night – the last film was Bridget Jones Baby and was a good evening.

**17/22 Hall Lettings**

Still going well.

**17/23 Any Other Business**

Defibrillator – battery that tests the defibrillator is flat and we need a replacement. It is a lithium PP9. There is a pin on leather keyring in key cabinet. This pin needs to be used if opening up the defibrillator to stop it alarming.

Crazy golf equipment – a school has requested to use it.

Playschool Notices – they need to take down any notices they put up at the end of their sessions. TS will write to them.

RS

TS

Cleaning – could cleaner clean large fridge in the kitchen as it is starting to smell. CR will ask Bella.

**17/24 Date of Next Meeting**

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

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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	
Produce a costing proposal for the village event	Peter Walker	
Purchase paper towel dispenser from Costco	DC	
Organise skirting around floor in disabled WC	RS	
Buy defibrillator battery	RS	
Write to playgroup about removing their notices at the end of sessions	TS	
Ask Bella to clean kitchen fridge	CR	