

**Minutes of the Wilstone Village Hall Committee Meeting held on
17 June 2019 at 8.00pm at Half Moon Pub.**

Present: Mr C Cobb (CC), Mr P Cogger (PC), Miss D Crapnell (DC), Mr P Lovis (PL), Mr C Reedman (CR), Mrs S Reedman (SR), Mr R Smissen (RS), Mr P Walker (PW), Mrs J Walker (JW), Mrs A Beck (AB),

In Attendance:

Apologies: Cllr D Chalmers (CDC), Mr P Kemp (PK), Mrs I McCall (IM), Mr M Postings (MP), Mr A Short (TS), Mr N Williams (NW)

19/29 Minutes of the Meeting held on 13 May 2019.

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

19/30 Matters Arising

Action points from 13 May 2019	Who	Status
18/32 Security light still to be fixed.	RS	CF
18/48 Hall Decoration Speak to John Shaw regarding quote for decorating – action no longer required. Decorator for Village Hall selected. Opportunity to tender to be placed in the Village News. RS to speak to Colin Davenport. IM to await decision on overall hall refurbishment before refining fabric choices for new curtains. Samples and quotes obtained to date provide a good indication of cost and work required. Committee Room measurements have been confirmed. Changes to layout and units remain work in progress.	RS RS	Closed Closed
19/11 NW to enquire as to Jonathon Timms availability to audit the accounts for the year ended 31 st March 2019.	NW	CF
19/21 Chase Ann (Jazzercise) for outstanding hall rental payment	NW	CF
19/22 CDC to raise WVH parking issues with TRPC at their meeting in June	CDC	CF
19/22 Liaise with WATCO to determine costs for marking parking bays	RS	CF
19/23 Measure Village Hall to determine lumen requirements	PK	CF
19/25 Liaise with Chiltern Dog Rescue re Dog Show	JW	Closed
19/26 Find dates for Argentine Tango lessons to be held in the Village Hall	CR	Closed
19/27 Investigate options for Wine Tasting Evening	PK	CF

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19/27 Procure chair servicing kits	PK	Closed
19/27 Strim unsightly weeds	PK	Closed
19/27 Resolve problem with village hall doors	NW	CF

19/31 Treasurer's Report

Balances	10 June 2019
Current	£2,400.20
Deposit	£16,914.35
Money Market	£18,233.28
Petty cash	£486.84
Awaiting paying in	£0
	<hr/>
	£38,034.67
Outstanding bills	£0.00
Unpaid cheques	£0.00
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Total funds	£38,034.67

Annual profit to date is approximately £2400.

19/32 Village Hall Car Park

The committee looks forward to an update from CDC following the discussion of WVH's parking issues at the June TRPC meeting.

RS offered to liaise with WATCO in order to determine timing and costs for establishing properly defined bays.

19/33 Hall Refurbishment

Having reviewed a quote from Shaun Hendin for the redecoration of WVH, the committee agreed to go ahead with the work, as outlined, for the sum of £1585. The quote covers the preparation and painting of walls and stage area. It does not include any work to the ceiling.

Efforts to obtain quotes from other suppliers have been unsuccessful. The advertisement for the opportunity to tender placed in the Village News produced no response. Other decorators contacted directly have not replied.

Several committee members familiar with Shaun Hendin commented on the high standard of his work.

TS agreed to check the diary for the most convenient dates. PW to liaise with Shaun Hendin.

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Plans for the refurbishment of the committee room were discussed. Work would include but not be limited to:

- Move radiators
- New power points
- New floor
- New units and refrigerator
- Mobile bar

Other work to the main hall includes:

- Replace curtains – in hand with IM. RS to speak to Nev re other suppliers.
- Replace lights – PK to measure hall and determine lumen requirements.
- Repair/replace heaters

PW agreed to lead the refurbishment project.

19/34 Past Events

n/a

19/35 Future Events

Village Event 23rd June: Preparation for the Open Village is complete.

Fun Dog Show: The committee agreed to postpone this event until next year.

Screening of Live Events: The committee agreed to postpone this initiative until next year.

Film Night in support of the Village Shop: It was agreed that rather than run a separate film night in support of the Save our Shop Fund, commission of £1 per ticket would be donated from all film nights during the active fund-raising phase.

Film Night: Bar prices to be reviewed prior to the launch of next seasons films which will commence on 19th October 2019.

Wine Tasting: PK to investigate options for a Wine Tasting Evening for later in the year.

19/36 Hall Lettings

Nothing more to add.

19/37 Any Other Business

Church Donation

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The committee approved the request from All Saints Church for a £60 donation towards a Toilet Sharing Scheme.

Changes to Committee

Following the AGM and subsequent changes to the committee, it was agreed that:

- PW would place a notice in the Village News
- RS would write to the Charity Commission
- AB would look at the Charity Commission website
- CC would look at how best to add WVHC minutes to the Wilstone.org website

Grass cutting

Ken and Colin currently volunteer their services to cut the grass around the War Memorial, Bus Shelter and the Old Forge. DC raised the question of how long Ken and Colin would continue to do this. The committee agreed that other volunteers should be sought.

Window Cleaner

CR raised the question of getting the village hall windows cleaned inside and out, twice a year. DC offered to pass on details of a window cleaner. CR to obtain quotes.

19/38 Date of next meeting

Monday 12th August 2019 at 7:30pm, Half Moon Pub

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Summary of actions from this meeting.

Action points from 17 June 2019	Who	Status
18/32 Security light still to be fixed.	RS	
19/11 Contact Jonathon Timms for audit of accounts.	NW	
19/21 Chase Ann (Jazzercise for outstanding hall rental payment	NW	
19/22 Cllr Doug Chalmers to raise WVH parking issues with TRPC	CDC	
19/22 Liaise with WATCO to determine costs for marking parking bays	RS	
19/23 Measure hall and determine lumen requirements	PK	
19/27 Investigate options for Wine Tasting Evening	PK	
19/27 Resolve problem with village hall doors	NW	
19/33 Check diary for suitable dates for redecoration of village hall	TS	
19/33 Liaise with Shaun Hedin re decoration of village hall	PW	
19/33 Speak to Nev re curtain suppliers and forward details to IM	RS	
19/37 Following changes to committee membership place a notice in the Village News	PW	
19/33 Write to Charity Commission re changes to committee	RS	
19/33 Review WVHC information on Charity Commission website	AB	
19/33 Determine how best to add WVHC minutes to Wilstone.org	CC	
19/33 Look for volunteers to cut grass	ALL	
19/33 Forward details of window cleaner to CR	DC	
19/33 Obtain quotes for window cleaning	CR	