

**Minutes of the Wilstone Village Hall Committee Meeting held on
4 September 2019 at 7.30pm in the Village Hall.**

Present: Mr P Lovis (PL), Mrs S Reedman (SR), Mr A Short (TS), Mrs J Walker (JW), Mr P Walker (PW), Mrs A Beck (AB)

In Attendance:

Apologies: Cllr D Chalmers (CDC), Mr C Cobb (CC), Mr P Cogger (PC), Miss D Crapnell (DC), Mr P Kemp (PK), Mrs I McCall (IM), Mr C Reedman (CR), Mr R Smissen (RS), Mr N Williams (NW)

19/50 Minutes of the Meeting held on 12 August 2019.

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

19/51 Matters Arising

Action points from 12 August 2019	Who	Status
18/32 Security light still to be fixed.	PW	Closed
19/22 Liaise with WATCO to determine costs for marking parking bays	RS	CF
19/23 Measure Village Hall to determine lumen requirements	PK	Closed
19/27 Investigate options for Wine Tasting Evening – likely to take place in the new year.	PK	CF
19/37 Following changes to committee membership, place a notice in the Village News	PW	CF
19/37 Write to Charity Commission re changes to committee	RS	CF
19/37 Look for volunteers to cut grass	ALL	Closed
19/42 Choose paint for Village Hall redecoration	PW/IM	Closed
19/42 Decide on fabric and supplier for curtains	PW/IM	Closed
19/42 Review state of curtains and blinds in kitchen and committee room	PW/IM	Closed
19/42 Compile list of maintenance issues	PW/CR	Closed
19/42 Remove TRPC cabinet and files	CDC	Closed
19/42 Cost the replacement of current glassware. 100 wine glasses, pint and half pint glasses (300 glasses in total). All glasses should include a measure line.	PL	CF
19/42 (was 18/48) Changes to the committee room remain work in progress. Work is scheduled for completion in October 2019.	PW	CF
19/44 Check date for Musical Mash and confirm with TS	PW	Closed
19/44 Check hall availability for Elvis	TS	Closed
19/45 Determine scope for change in covenant with HCC	CDC	CF
19/45 Review the wording of the Terms & Conditions for the hire of WVH, including Public Liability insurance for use of the external grounds. Ongoing.	TS	CF
19/46 The residents of 49 Tring Road were invited to formally request access to the WVH carpark for the duration of their building works. They informed the WVHC that they had no intention of commencing construction in the immediate future. Furthermore, they would notify the WVHC should that position change.	PW	Closed
19/48 Organise work to external village hall – plastics and wood	PW	Closed

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19/52 Treasurer's Report

Balances	12 August 2019
Current	£1,716.65
Deposit	£36,920.00
Money Market (Bond)	£0.00
Petty cash	£420.84
Awaiting paying in	£0
	<hr/>
	£39,057.49
Outstanding bills	£0.00
Unpaid cheques	£0.00
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Total funds	£39,057.49

19/53 Hall Refurbishment

PW updated the committee on the status of the Village Hall refurbishment.

The Committee and storage rooms have been cleared out.

Electrical works are complete.

The ceiling lights have been updated to very bright LEDs. Plastic frames are to be added in order to conceal the discoloured boarder left behind; the new light blocks being smaller than those replaced. Dimmers have been fitted to four of the blocks; fitting dimmers to all the light blocks would have resulted in an annoying electrical hum.

Redecoration is in progress. The paint colours chosen are a soft white and indigo.

Panache Interiors have been selected to supply the curtains in Discovery Cobalt. Production is underway.

Changes to the layout and units in the Committee Room remain work in progress. Work is scheduled for completion in October 2019.

A list of maintenance issues has been compiled by PW and CR. Work to be carried out as needed.

The committee agreed to review the hall hire prices once refurbishment was complete.

19/54 Past Events

No events have taken place since the last meeting held on 12 August 2019.

19/55 Future Events

Film Night: First film of this season will be Rocket Man.

Screening of Live Events: No further action until the new year.

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Musical Mash: Will take place on 7th December 2019.

Elvis: Due to perform on 31st January 2020.

Wilstone Show Girls: The Wilstone Show Girls will headline an evening's entertainment on 14th March 2020.

19/56 Parking

The committee will continue to work with CDC on a proposal for TRPC.

19/57 Hall Lettings

The Tango lessons have come to an end.

19/58 Any Other Business

None

19/59 Date of next meeting

Monday, 11th November 2019 at 7:30pm, Wilstone Village Hall

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Summary of actions from this meeting.

Action points from 12 August 2019	Who	Status
19/22 Liaise with WATCO to determine costs for marking parking bays	RS	
19/27 Investigate options for Wine Tasting Evening	PK	
19/37 Following changes to committee membership place a notice in the Village News	PW	
19/37 Write to Charity Commission re changes to committee	RS	
19/42 Cost the replacement of current glassware. 100 each of wine, pint and half pint glasses. All glasses should include a measure line.	PL	
19/45 Determine scope for change in covenant with HCC	CDC	
19/45 Review the wording of the Terms & Conditions for the hire of WVH, including Public Liability insurance for use of the external grounds.	TS	