

**Minutes of the Wilstone Village Hall Committee Meeting held on  
13 January 2020 at 7.30pm in the Half Moon Pub.**

**Present:** Mr C Cobb (CC), Cllr D Chalmers (CDC), Miss D Crapnell (DC), Mr P Kemp (PK), Mr P Lovis (PL), Mr C Reedman (CR), Mrs S Reedman (SR), Mr A Short (TS), Mrs T Simmons (TeS), Mr R Smissen (RS), Mr N Williams (NW) Mrs J Walker (JW), Mr P Walker (PW), Mrs A Beck (AB)

**Apologies:** Mr P Cogger (PC), Mrs I McCall (IM)

**20/01 Minutes of the Meeting held on 11 November 2019.**

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

**20/02 Matters Arising**

<b>Action points from 11 November 2019</b>	<b>Who</b>	<b>Status</b>
19/27 Investigate options for Wine Tasting Evening.	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	Closed
19/45 Liaise with HCC to determine the scope for change in the covenant on the use of land (currently restricted to ball games and residents use)	CDC	CF
19/45 CR to display a copy of the Terms and Conditions in the village hall and provide anyone wishing to hire the hall with a copy for signature confirming agreement.	CR	Closed
19/53 Review hall hire prices once refurbishment is complete. (see 20/05 below).	PW	Closed
19/68 IM to lead the cleaning party for the kitchen.	IM	Ongoing
19/68 The foyer has been painted in the same palate as the main hall. Shaun Hendin was contracted to assist with the final coat in order to complete the work prior to the numerous events scheduled over the Christmas period. The committee agreed the additional expenditure of £360.00.	PW/PK	Closed
19/68 An artificial Christmas tree has been purchased, for the sum of £159.00, from which the committee anticipates many years use. Festive decorations were in place in time for the Senior's Lunch.	CR	Closed
Rules regarding the festive decoration of a Polling Station were checked prior to the General Election.	CR	Closed
19/68 The committee discussed the need for CCTV and concluded that it was not required at this time.	PW/CR	Closed
19/68 NW informed the committee of the obligation to check on the condition of the flat roof on an annual basis. It was agreed that any such inspection should be noted in the minutes	AB	CF
19/68 The walls in the Ladies and Gentlemen's lavatories have been treated and repainted to eliminate the damp.	PW/CR	Closed

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**20/03 Treasurer's Report**

Balances	13 January 2020
Current	£3,490.75
Deposit	£20,239.68
Money Market (Bond)	£0.00
Petty cash	£608.20
Awaiting paying in	£30.00
	<hr/>
	£24,368.63
Outstanding bills	£0.00
Unpaid cheques	£0.00
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Total funds	£24,368.63

**20/04 Hall Refurbishment**

PW updated the committee on the status of the Village Hall refurbishment. Refurbishment of the main hall and committee room is now complete.

Final stages of work included the addition of a trim around the ceiling lights, and the installation of additional electrical sockets on the stage. CC offered to upload the electrical certificates, for all new sockets, to the website.

PW informed the committee that the window cleaner previously appointed could no longer undertake the work. Damian Brown has been engaged under the same remit - to clean the windows inside and out, clear the guttering and clean the high-level external plastics.

The committee discussed the poor state of repair of the patio situated on the recreational grounds owned by TRPC. CDC agreed to raise the issue with them, with an offer from the WVHC to pay for the repairs should TRPC decline to do so.

**20/05 Village hall hire rates**

After some considerable discussion the committee agreed to increase the rates for hire of the village hall by £1 per hour for each category of rate hire. The rate change would be proposed at the AGM in May with a view to implementing the change in September 2020. Furthermore, there was consensus to review hall hire rates on an annual basis.

TS will advise regular hall users of the intention to increase rates.

**20/06 Past Events**

**Film Night:** Fisherman's Friends, shown on 15 November, was well attended and raised £400 for BBC's Children in Need.

**Wilstone Live & Local:** Ivor and his Musical Mash performed on 7<sup>th</sup> December 2019, and a great night was had by all. A donation, based on profit from bar proceeds, will be awarded in favour of the Save our Shop Fund.

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**20/07 Future Events**

**Film Night:** Friday, 17 January, Fighting with my family. Licence for bar is in place, purchase of food and drinks is underway.

Future dates are 21 February, 20 March & 17 April.

**Elvis:** Due to perform on 31<sup>st</sup> January 2020. 70 tickets have been sold to date; the remaining 10 tickets will be available for purchase from the village shop. The event will be publicised at the next Film Night.

**Wilstone Showtime:** The Wilstone Show Girls will headline an evening's entertainment on 14<sup>th</sup> March 2020. Other acts to include local tribute bands and comedians. The committee concurred with PW that to minimise costs, music required for the event would be consolidated onto a hard drive and played through the village hall's AV system. CC offered to help download the tracks. RS volunteered to man the music on the night.

**Village Fete:** The date of the village fete has been set for Sunday, 14 June 2020.

**Screening of Live Events:** PW outlined the level of commitment required, both financial and the pre-requisite minimum number of events to be screened. The committee concluded that no further action would be taken pending the availability of an "on demand" service.

**20/08 VE Day Celebrations**

The committee was unanimously in favour of holding an event for the VE celebrations on Friday 8 May. It was agreed that the format would most likely include a Tea Dance in the afternoon, with a relevant film in the evening. The occasion should be family friendly and appeal to all age groups.

RS offered to source metal soldier silhouettes which would be placed around the village to commemorate those Wilstone residents who gave their lives in the two World Wars.

PW volunteered to write a piece for the Village News informing residents of the event.

**20/09 Parking**

The committee will continue to work with CDC on a proposal for TRPC. HCC have been informed that the verges are being used for parking, further complicating the issue in the village.

**20/10 Hall Lettings**

TS informed the committee that hall lettings had dropped off over Christmas but were picking up again. CR volunteered to stand in for TS as point of contact for hall lettings in February and March. CC will ensure contact details for hall bookings are up to date on the website.

TS to send CC updated terms and conditions of hire to include on the website.

**20/11 Any Other Business**

Cabaret Steps: CR volunteered to fix the loose top step.

**20/12 Date of next meeting**

Monday, 9 March 2020 at 7:30pm, Half Moon Pub

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**Summary of actions from this meeting.**

<b>Action points from 13 January 2020</b>	<b>Who</b>	<b>Status</b>
19/27 Investigate options for Wine Tasting Evening	PK	
19/37 Following changes to committee membership place a notice in the Village News	PW	
19/45 Determine scope for change in covenant with HCC	CDC	
19/68 IM to lead the cleaning party for the kitchen, SR volunteered to help	IM/SR	
19/68 Inspection of flat roof to be documented in the minutes	AB	
20/04 Upload electrical certificates to website	CC	
20/04 Raise the issue of broken paving on patio with TRPC	CDC	
20/05 Include hall rate increase on AGM agenda	PW/AB	
20/05 Advise current regular hall users of hire rate change	TS	
20/07 Download music for Wilstone Showtime to hard drive	CC	
20/08 Write a piece for the Village News informing residents of planned VE Day celebrations	PW	
20/08 Source metal soldier silhouettes for VE Day celebrations	RS	
20/10 Update contact for hall lettings for February & March	CC	
20/10 Put updated T&C's on the website	CC	
20/11 Fix cabaret steps	CR	