

# North Wootton Village Hall Management Committee Meeting Minutes

Location: North Wootton Village Hall.

Date: 16th August 2018.

Time: 19:00

Attendees: Dennis Blackmore (Chair), Neil Pearce (Secretary) Wendy Border (Treasurer) Sarah Simmonds (Booking Clerk) Antony Lamb (Events Clerk), Bob Angell, Kier Hughes, Colin Smith, Doreen Taylor, Bridget Nurse.

1. Apologies Barry Watkins.
2. Approval of minutes from 12th July. The minutes were agreed and signed by the Chairman.
3. It was agreed that matters arising from 12th July meeting would be covered by the sub committee's reports.

Updates.

Maintenance.

Bob opened by congratulating the maintenance team with the help of the other members of the committee on the progress made during the year. The work carried out has greatly improved the general look of the hall and its environment. Bob conveyed his thanks to all the members of the committee for their continued commitment and support.

Three quotes have been put forward for the renovation and refurbishment work covered by the Wren Grant and all were of a similar amount. The committee and Wren to agree upon which quote to pursue. Dennis stated the next step is to submit the quotes to decide upon the preferred contractor. Dennis said Wren have been very understanding in allowing extra time to decide upon this. If Wren accept the preferred contractor a letter of agreement is to be sent out.

The work to be carried out includes: a new suspended ceiling following the contours of the original, an upgrade of the lighting, redecoration of the interior and the floor, re-modelling of the kitchen, new heating system, revamp of the toilets to include a disabled toilet and baby changing facilities.

It was agreed that the gravelling of the front of the hall will take place but is not part of the grant submission.

Events.

Antony remarked that the second Farmers Market was scheduled for the upcoming Saturday with more stalls and further diversity of produce on offer. The Chocolatier who will be at the event has offered the opportunity for a 'Dessert Evening' evening at the hall. Antony to follow up. There is also an 'Indian Food' evening proposed by 'Coriander and Lime'. Again Antony to arrange.

The date of the Christmas Fair confirmed as 1/12/18. Bingo evenings are still regularly booked for the last Thursday of every month. A Macmillan coffee morning has been arranged for 28/9/18.

Wendy proposed that we need to start filling in the wall planner ready for next year.

There will be no bingo evening in December as it clashes with the Christmas holiday.

Antony requested for some help to set up the hall ready for the Farmers Market. Kier, Bob, Sarah and Neil agreed to help.

Bookings:

Sarah said bookings were generally slow although there were several in the pipeline. Gilbert and Sullivan had requested the hall for Thursday evenings but this clashes with Committee and Parish Council meetings so is not possible. Dennis to speak with them to see if an alternative can be arranged.

It was agreed that although the refurbishment may initially cause a few minor issues for regular and potential hirers of the hall it should not be overly detrimental to them and we will work round whilst the work is ongoing.

Dennis enquired if there were any plans for Halloween. Antony replied as of yet there were none but the committee agreed to go away and think about possible things such as a disco or a children's 'Trick or Treat' evening. Dennis also put forward the proposal of Quiz Night. This to be investigated further.

Finances:

Much of the detail covered by Wendy already in the AGM. A full up to date financial report submitted by Wendy to the committee. Considerable effort has been put in by Wendy in sorting out the finances which the committee are grateful to her for.

Barclays donated £100 to the Committee as an apology for delays in sorting the banking arrangements. An outstanding water bill to be paid for £170.

A.O.B

Wendy showed the committee plans of the hall submitted by M.Sturgeon free of charge. Thanks were given by the committee to pass onto Mr Sturgeon by Wendy.

Dennis remarked that the committee is still shy of a couple of members. Wendy proposed putting an advert in the October issue of the Parish Council newsletter. Dennis proposed a leaflet drop to advertise for new members and also perhaps a 'Village Hall newsletter' to advertise future events. The committee to look into.

It was agreed that the Table Top sales will be dropped for now at least due to poor attendance.

Will contacted the Highways agency about the problem drain at the front of the hall and they have agreed to put it on their schedule to investigate.

Bob raised the issue of the dog waste bin being unsightly in its present position. It was proposed to move it to the other side near the end of the public footpath. Dennis proposed a vote on this and the committee agreed unanimously to have it moved in the near future.

Date of the next meeting 13/9/18.

Meeting concluded 20:06.