

# North Wootton Village Hall Committee Meeting Minutes

Location: North Wootton Village Hall

Date: Thursday 16<sup>th</sup> July 2020 Time: 19:00

Attendees: Dennis Blackmore (Chairman) Neil Pearce (Secretary) Wendy Border (Finance/Bookings) Sarah Simmonds, Bob Angell, Will Border, Barry Watkins, Colin Smith, Jason Harper, John Marshall-Grint.

Apologies: Bridget, Doreen, Keir, Antony.

## 1) Matters Arising

We still have an issue with a leak in the middle toilet-Wendy to chase up with James. A leak was also reported under the side door. Bob Has checked this and can find no evidence of water ingress. A doorstep is to be fitted by the maintenance team.

We are awaiting a payment from UK Power, still awaiting feedback on this.

Porch-Bob handed out two proposed architectural drawings for a new porch. Dennis asked if we will need to seek a planning application for this? The committee proposed to enquire. Bob is to follow up the costings as some concerns were raised by some of the committee that this may prove overly expensive in the present climate of uncertainty. It was agreed that the committee will discuss fully when all members are present to offer their opinions. Dennis also suggested perhaps we could canvas local opinion on the proposed plan for the new porch.

Dennis asked Bob if he could thank the architect for submitting the drawings.

Pathway-Will informed the committee that we will receive some grant funding for the proposed pathway around the hall although we will still need to contribute some of the costs. It is still possible that the Highways Dept may also contribute.

Rear Storage Area-It was suggested that rather than get an outside contractor in to build this it may prove easier and less costly for us to do this ourselves. Bob said we should be able to clad ourselves.

Website and Social Media-We are no longer using the services of Lamb Social Media, however Dennis thanked them for their hard work in the past. Committee member Jason Harper has kindly taken over the role and all contact details will be transferred over to him from Lamb Social Media. Jason will upload the minutes onto the website.

Future events and Village Markets-Dennis read out an update on Antony's behalf in his absence.

A brief summary in the present climate is that although many stallholders are willing to return we must follow guidance from the government on this. With that in mind we are hopefully looking at perhaps August as a likely date, but this may of course not be possible.

If the Christmas Fair goes ahead we will honour the stallholders who booked who booked the Spring Fair with first refusal as they have stood by us during the lockdown.

Grants were awarded for this years VE Day event which was unfortunately cancelled due to the present situation. These have been extended for a year so we can hopefully hold an event next year instead.

Indian Night-Saira has been in touch throughout lockdown and is willing to rearrange dates once it is safe for us to proceed.

Dennis asked that thanks be conveyed to Antony for his continued support and hard work during the lockdown.

Dennis explained that risk assessments have been carried out according to government/HSE requirements. It was agreed for future events and use of the hall by hirers we need a one way system in place with clear social distance markings and sanitizing stations in place before we commence with any events.

For bookings that have been cancelled due to lockdown Wendy explained that all deposits have been returned.

Christmas trees-The suppliers have been in touch with Wendy about this years pre-order. It was agreed by the committee that we will stick to a smaller number this year (40 6ft and 10 5ft) 50 trees in total, to maximize profits.

### Updates from Sub-Committees

#### Finance

The latest accounts were handed out by Wendy to all members. Wendy explained that our bank balance is in rude health and greatly helped by the £10,000 government grant for financial aid during the lockdown.

As explained previously all deposits for hirers unable to attend due to the lockdown have now been returned. Wendy remarked that many of these regular hirers are looking to return as soon as allowed.

We have had a refund from E-ON for £54.00.

### Maintenance

Bob explained that there wasn't an awful lot to update due to the lockdown. Bob has regularly visited to check on the hall, as have other committee members. The grass has been regularly cut and some weeding has been done in the interim.

Bob suggested a maintenance team meeting to discuss future and outstanding work. There is some debris to clear from the rear of the building and Bob has suggested arranging a 'painting day' to touch up damaged areas of the interior paintwork. As mentioned previously the storage sheds at the rear of the hall need to be completed as soon as is possible. Date TBC.

### Bookings

This was covered earlier in the meeting.

### Events

This was covered in Antony's letter.

### Future Events

Dennis commented that we are now due an AGM. A date was set for Thursday 20<sup>th</sup> August at 19:00 and prior to the regular committee meeting which will be held afterwards. The general public may attend the AGM if they wish to.

### AOB

Dennis will put out a press release regarding the recent grant as it is felt we need to put out some positive news concerning the hall after such a lengthy lockdown period and all the uncertainty this has entailed.

Will and Jason will conduct a risk assessment of the hall to make sure we can comply with guidelines and restrictions due to the present situation.

### Date of next Meeting

AGM Thursday 20<sup>th</sup> August 19:00

Committee Meeting- Immediately after the AGM.