

Minutes of meeting 30th January 2018

1. Attendees: Karen Peachey, Jane Griffiths, Anne Goodwin, Cath Thorogood, Rosemary Watkins, Chris Ireland.

Apologies : Richard Burden, Roy Jones

2. The minutes of the last meeting were agreed with one amendment on page 3 - Tarmac have NOT replied to our request for a path alongside the hall.

3. Matters arising from the last meeting:

Sound system for the hall – AG raised the subject of a donation towards the purchase of a sound system with the WI at their last meeting, but because it was not a full meeting no decision was made. She will raise it again at their next monthly meeting of members. RW has purchased the sound system that was previously on offer and is willing to rent it out.

JG reported that the code for the electric meter will be obtained when the next electric bill is received.

JG has ordered a replacement bulb for the emergency light near the gents toilet.

JG is waiting for confirmation of the dates of the training seminar for the catering licence.

RB had feedback that the barn dance will not be arranged because the costs are too prohibitive.

Both CT and KP have obtained donations of some kitchen equipment. AG has asked the WI for donations but nothing has been received from them to date.

The outside maintenance that was arranged for 3.12.17 was not carried out. Only 4 committee members attended. They tidied the inside of the hall. A cleaning of the guttering will be arranged in the spring. AG will clear the ramp up to the hall with some bleach.

CT reported that Angus Hornby has now repaired the roof over the ladies toilets and the guttering at the front RH corner of the hall. A bill has not yet been received. Reg Preece has donated a sheet of tin for the repair.

KP explained that we must maintain an accurate record of keyholders for insurance purposes, and that all keyholders should sign for their key. It was established that CT, KP, JP, RB, AG, AD and Melvyn from YFC have keys and that one key is unaccounted for.

New committee members. CT welcomed Chris Ireland as a new member of the committee and confirmed that a request for new committee members has been put into the parish magazine.

CT has sent an amendment to the parish magazine that JP is the contact for the hall. She has also inserted a request for information and photos about the history and social history of WH so that it could be formally recorded.

4. JG reported that a donation of £4,382.27 was received from the Co-op on 5.12.17. The photoshoot was not held. CT has written a letter of thanks to the manager of the Co-op.

5. JG stated that she has been unable to contact the manager of the Co-op about his offer to help to paint the hall.

6. KP has received a request from Titley VH for the rental of our stage. It was decided (by a majority) that the stage would only be hired out for indoor use and that a deposit of £300 would be required.

However, it was unknown whether our insurance would cover the removal of the stage from the hall for rental to other users. The matter was adjourned.

ACTION: JP will look at the insurance policy and report back at the next meeting.

7. Excess furniture. We cannot use the water boiler because it needs a dedicated socket. The YFC borrowed it on bonfire night and reported that it did not work. It was decided to give it away.

ACTION: CT to give the water boiler away.

8. The Christmas Bazaar was cancelled because of heavy snow. WH has therefore lost the income that it would have generated. The Puddings and prosecco evening raised £230 despite it not being well attended because of heavy rain. It was considered that we should attempt to sell tickets in advance so that less income is lost should people change their minds about attending an event.

9. KP emphasised that more committee members were needed to help when any type of event is held. Help is always needed in selling tickets, making produce, decorating the hall, washing up and tidying up afterwards. She circulated a list of ideas for future fundraising events. This is attached as an appendix to the minutes along with minutes of that discussion.

10. CT confirmed that WH has the community shop during w/c 8th June 2018. AG will organise a staff roster. She issued a 'Community Shop – users guide' she had been given, that detailed what users needed to do and comply with when renting the shop. KP suggested taking photos of the shop at the start and end of the week to prove its condition. It was agreed that we should immediately start to collect donations.

ACTION : CT to place notice in parish magazine and ask for donations (to be given to KP)

11. Room divider. KP arranged for 'Paulas Blinds' to measure up and provide a quote for blinds for the hall. A vertical room divider plus roller blinds for the windows would cost £1,065 including VAT and fitting. The vertical room divider is made from 5 inch vertical slats of heavy material that are drawn together by a system similar to vertical curtain blinds. The material is thermal and helps to reduce noise. A vote unanimously decided in favour of purchasing the room divider and roller blinds. The colours available are aubergine, cherry red, taupe, bottle green or white. JG proposed that the room divider should be left drawn until such time as it is being used in order to minimise damage. It was also felt that any damage should be paid for.

The curtains that divided the hall cannot go back up because they are too heavy. The brackets on the wall for the window curtains are coming away from the wall. Thought would be given as to how else the curtains / material room divider could be used.

ACTION; KP to obtain sample swatches of the material for the next meeting so the committee can decide upon the colour.

12. Nick Venti from PAVO held a workshop in WH on 23rd January 2018 about the responsibilities of being a trustee. KP, AG, RB, MJ and CT attended. Nick has agreed to send the slide show and notes of his presentation to CT. CT has written to thank Nick Venti for his presentation.

ACTION: CT to forward Nicks slide show and notes to all committee members.

13. ACTION: KP to provide blank trustee declaration forms to those committee members who have not yet completed one.

14. KP stated that the WH constitution is still that of the conveyance dated November 1977. She explained that it needs updating to reflect the current status and circumstances of the hall. Eg it still includes Evenjobb which now has its own VH, and mentions organisations which no longer exist or use the hall. JG and AG agreed that the conveyance had already been updated by a newer constitution, but didn't know when, or where this document was held.

ACTION : JG, AG and CT to try and locate the newer constitution

15. AOB. The next meeting will be the AGM on 20th March at 7.30pm. The next general committee meeting will be on 22nd May 2018 at 7.30pm and 'fundraising' will be included in the agenda.

ACTION : CT to put the dates in the parish magazine

Appendix to minutes of committee meeting held on 30th January 2018

Fund raising suggestions

1. Quiz nights

2. Food evenings
3. Regular talks or demos
4. 100 club – sell 100 tickets. Ticket number lasts 12 months and goes into a monthly or quarterly draw of 3 cash prizes. £25 or £20 per ticket. Could bring in £2,500 pa. start in June. Tie 1st draw into an event. Each committee member must sell share of tickets.
5. Local (summer) car boot sale – not supported
6. Fund raising page (justgiving.com.)
7. Book of hall memories including photos, stories, poems, recipes etc – CT has already requested information, photos and memorabilia in the parish magazine. KP suggested we could produce a book
8. Baby / childrens toys and clothes tabletop sale – not enough children in our area to get sufficient interest
9. Karaoke / music night – karaoke not supported
10. Christmas party – not enough children to host a party just for them but could consider an adults party or YFC carol singing
11. Christmas wrapping service
12. A ‘decade’ dance 1950s / 60s/ 70s etc
13. Afternoon tea - agreed will arrange
14. Big breakfast
15. Mega raffle – tickets to be sold over 6mths – big prizes – not supported 100 club preferred
16. YFC to arrange / host at least one event p.a. JG to speak to YFC

It was decided to carry this agenda item over to the next meeting