



# North and South Wheatley Village Hall Management Committee meeting Tuesday 16 July 2024

Reg'd Charity 1050729

## Present:

Julie Davies	Chair
Rebecca Decker	Vice Chair
Rose Sharpe	Secretary/Treasurer
Fiona Dale	Village Rep (part meeting)
Charles Hall.	Church in Wheatley Rep
Sue Hayden	Parish Council Rep
Dave Hulson	Bowls Club Rep
Dee Miles	Family History Group Rep
Jan Mitchell	Village Rep
Christine Crowther	Clays Gardening Club rep
Katie Stockdale	Village Rep

## 1 Apologies:

Kimberly Goodwin	Village Rep
Anila Bowman.	Village Rep
Laura Pearson	Village Rep

## 2 Minutes from June meeting (previously circulated)

Accepted as a true record and signed by JD (after correcting list of those present)

## 3 Matters arising (not on the agenda)

JD has offered to test clean one of the stained chairs with her VAX but has no set of hall keys. RS will obtain a set from a former committee member

**Action: JD to use a VAX to clean a chair**

**Action: RS to organise keys for JD**

CC will circulate an article detailing noise-reducing options including acoustic tiles which for which grants may be available

DM has a supply of paper hand towels to fit our dispensers which she will donate to the hall

## 4. Treasurer's June Finance Report.

RS went through the June finance report which included refund ifrom Nisbetts for the unwanted tea plates. Not many transactions this month, apart from the normal utilities.

No questions

## 5 Secretary's Report

## 6. Caretakers reports: (previously circulated)

## 7 Newsletter

It was agreed to produce an autumn newsletter with details of events in Oct/Nov/Dec and the New Year and other items of news including the bar area development

**Action DM to produce**

## 8.Maintenance

The fire extinguishers have been serviced

Building Maintenance checklist....RS and DM to get together to complete.

**Action: RS to ask KD if she would like to be involved**

## 9 Fundraising

### Treasure Hunt (postponed from June 30)

It was agreed to plan the Treasure Hunt for mid May next year.

### Meet the Neighbour Friday 6 September 5pm -

BD, RS , JM and KS to run the evening

**Action: JM to check Alex will do the bar**

**Action: JM and KG to buy bar stock (for Safari Supper as well).**

RS and CS will sort the bar stock after the event so as to be able to complete the bar accounts before the Safari Supper the following day

### Safari Supper Saturday 7 September 2024 - JM and CC

CC and JM ran through how the event works. 20 couples signed up already. Aiming for 30 couples. Singles welcome and can be paired. JD has printed the fliers and they are ready for distribution.

The Events calendar on the reverse of the flier has the hall booking email address on and not the events booking email. ***Sorry Kerry...please could you just send on any enquiries you receive***

**Action: DM to produce a poster for noticeboards etc**

**Action: JD to print invitations to be given out to those taking part the day before.**

These will give details of the first venue participants need to go to

(This event relies on the generosity of those taking part. Those providing starters + wine will pay £10 each, main courses + wine £10 each and those providing desserts will pay £15 (no wine). Starters and mains in participants' houses and desserts back in the village hall + bar approx 8.45pm).

Bookings CC and JM

Tables to be left out after MTN on the Friday night.

Desserts to the hall for 12 noon on Saturday. Clearing up on Sunday morning. RS/CS to sort the bar and bar accounts.

CC is asking for donations (or loans) of white sheeting, white cloths, etc for making tablecloths

Table lamps to be borrowed from CW via DM

### **Johnny Forgotten - Saturday 19 October 2024**

BD has booked the band which costs £200.00  
Tickets £5.00. Pay on the door.

No food, snacks on the tables.

Dance floor

BD has received a flier from the group which needs 'tweaking' by BD/RS

Bar open from 7pm until 11pm. Alex?

Band from 7.45pm 2 x 1 hour sets

### **ABBA Evening Saturday 30 November 2024 - CC**

Band booked and will cost £750.00

RS has paid the deposit of £145.00

A ticket price of £25.00 to include a 2-course meal.

The band will perform 2 x 45 mins sets and this will be followed by local singers leading the audience in ABBA songs + songsheets

RS asked if the band produces publicity...may have to produce our own.

### **Festive Fair Saturday 7 December 10 - 12**

### **Jonny and Lynnette - Saturday 5 April 2025 -RS**

#### **Pick a Lucky Number - CC/JM**

Chris has produced a lucky numbers board. JM has sold 25 @ £10 numbers

**Action: JM to send details of numbers sold to RS for the accounts**

#### **10. Environmental/ Sustainability Policy - DH**

The committee agreed the details of the updated Environmental/Sustainability Policy.

**Action: RS to add the logo and review date to the document and send to JD for signing and to BD for the website**

#### **11 AOB**

It was suggested that, as they raise a lot of money, a quiz and a bingo night could be arranged early in 2025. ...perhaps a quiz in January and Bingo in March.

**Action: SH to compile a quiz**

**Action: JM to contact Elaine for dates in March for Bingo**

DH said the Bowls Club is thinking of organising a quiz and asking the VHC to provide a bar with proceeds going to each organisation

DH also said that Chris from Tai Chi is hoping to organise a second session in the village hall and will contact KD for hall availability

## **Bar area development update**

Ben Durham was due to join the committee meeting and present his thoughts re the development. Unfortunately he didn't attend so the committee was unable to clarify the situation and have their questions answered.

On joining the meeting at this point, FD said she had just received an email from Alex with a spec regarding lighting, decoration, flooring, electrical work. Committee members felt they all needed to see the spec and so FD sent it to RS after the meeting for circulation.

***RS to send the spec to committee members together with these minutes.***

Notes from KG, who was unable to attend the committee meeting, had been circulated previously. Ben had estimated the carrying out of the work outlined in the notes would be approx £4000.00 and some committee members felt we should commit that sum from existing funds and/or with funds raised from the next planned fundraising events to get the project going.

There was confusion as to what the £4000.00 would cover and RS felt that more detail was required to reach an informed decision. She pointed out that the income from fundraising events is currently used to run the hall as the income from lettings does not cover this and that she had a responsibility to ensure funds were spent appropriately, with an audit trail. That didn't mean the money couldn't be ring fenced but we would need to know exactly what it would pay for with proper quotes etc..

A vote taken resulted in a majority of committee members agreeing to ring fence £4000.00 of funds

It was agreed to try and meet with Ben in August.

**Action: FD/JM to contact Ben to arrange some dates for a meeting**

***Post meeting note: 5 committee members will meet with Ben Sunday 21 July 10am***

**Next committee meeting: Tuesday 17 September 2024 at 7.30pm**