



# Goring Village Hall

## Minutes of Village Hall Management Committee Meeting (held on Zoom) Wednesday 22 March 2023 at 7.30pm

**Present:** Mike Baker (MB) (Chair), Phil Davies (PD), Emma Horwill (EH), Lecky Thompson (LT), Bill Jackson (BJ).

(In minutes Paul Carter (PC) Bernard Novell (BLN))

Item		Action
1. Apologies	John Barrett (JB), Mark Kibble (MK), Steve Smith (SS), Bryan Urbick (BU), Jack Calder (JC), Linda Palmer (LP)	
2. Minutes of last meeting	The minutes were approved and passed for publication on the GVH website.	
3. Matters arising	<p>All matters arising had been dealt with apart from the following:</p> <p>The parking lines had not yet been repainted.</p> <p>The wall hand sanitiser in the Garden Room had not yet been replaced.</p> <p>MK had done further work on the TV monitor and the cupboard is complete. The committee thanked him for his efforts.</p> <p>Research into improving the front door was continuing.</p> <p>MB continuing to explore moving from Dropbox to Google Drive.</p>	<p>LP/PC</p> <p>RW</p> <p>MK</p> <p>MB</p>
4. Chairman's report	<p><b>Publicity</b> – MB had publicised the AGM in GGP, Genie, on the GVH website and physical notices. EH had advertised it on social media. There isn't anywhere else we need to advertise it.</p> <p><b>Complaint/Vandalism</b> – Following a private party held in the hall on Saturday 25 February we received a complaint from the hall's neighbours of music carrying on until</p>	

	<p>1.20am. MB had taken this up with the party organisers who acknowledged they had kept the music on after midnight whilst clearing up, though the function itself had finished at midnight.</p> <p>Further to the complaint on Tuesday 28<sup>th</sup> it was discovered power had tripped off in the tower rooms and two outside lights down the path by the side of the hall had been vandalised. A report made to one trustee by people walking past the hall on the night of the party suggest there were some drunken youths outside the hall and down the path. MB has approached the party organiser for information but hasn't yet heard back. He will pursue them further to see if they know anything about the incident.</p> <p><b>Lead time for obstructions</b> – Where a hirer needs to install something in the hall that will impede other users it's up to the hirer to discuss with the other users if this is acceptable, and if no to remove it. Users are encouraged to cooperate and resolve such problems escalating to the hall management only if agreement cannot be reached. Such negotiation must take place a reasonable time before the installation takes place. The committee considered the options for this and concluded a minimum of two weeks is required. MB will have this added to the booking conditions.</p> <p><b>Repair café</b> – Ron Bridle is organising repair cafes to take place in the hall four times each year. Ron will put a floor covering down in the hall close to the main door so that heavy/dirty items are retained there and don't damage the floor. The committee was thankful for his efforts.</p> <p><b>Gas Heater Testing</b> – RW had reported the gas heater testing had been successfully completed on February 28<sup>th</sup>.</p> <p><b>AGM</b> – The AGM has been advertised and we hope users and members of the public will attend. It starts at 19:45 on the 29<sup>th</sup> March. MB will open up at 19:15. EH offered to arrange wine and nibble refreshments.</p>	<p>MB</p> <p>MB/EH</p>
<p>5. Treasurer's report</p>	<p>LT reported he had now got control of the bank account after many months (delays due to Lloyds).</p> <p>LT reported the Hall remains in a sound financial position with bookings continuing well (£10.6k YTD) ahead of 2022 at this time (2022 saw a significant increase in bookings in April). Expenses (£6.6k YTD) are currently under budget forecast but we have planned for a heating Consultation activity which will be shortly commissioned.</p>	

	<p>Caretaker expenses are higher than budget but this is offset by lower maintenance expenses. Gas &amp; electric expenses are higher than budget but this is being monitored as billing cycles are not monthly. We now have £63k in the bank to support the planned Heating replacement project.</p> <p>MB thanked LT for the report which is satisfactory. Due to the anticipated high cost of the heating project it does not seem wise to reduce hire fees, but we have pegged them for this year despite the energy price hike. Likely we will have to reconsider our fees in 2024.</p> <p>EH asked the purpose of the admin fee. BJ informed the meeting that the fee is per booking, which could be a whole terms worth of dates, and is to cover the cost of Bill Norman's time. BJ told the committee that prior to BN taking this on it was a nightmarish job. BN does it so efficiently and users (and the trustees) have a high regard for him.</p>	
6. Environmental project report	No report since neither MK or RW were at the meeting.	
7. Social media	<p>EH had been posting events on the social media streams and getting some likes. She is advertising events taking place in the hall on Facebook and Twitter with success.</p> <p>Additionally, EH has written an article on our regular users (with their approval) which will be published in the GGN over a couple of editions. This is great publicity for the user groups and the hall. The committee thanked EH for her efforts.</p>	
8. Maintenance, repairs & improvements	<p>The parking lines need repainting as noted elsewhere.</p> <p>Colin Sylvester has finished installing the two small spotlights requested by users to help illuminate speakers at events. Colin has also repaired the two vandalised external lights.</p> <p>One light in the main hall has failed but this will be repaired/replaced by Colin in due course.</p> <p>MB said it was probably time to carry out a tour of the building to identify other jobs that needed doing. For example, it was some time since the soffit and barge boards had been painted.</p> <p>EH pointed out that there were some ants in the Garden</p>	<p>MB</p> <p>EH</p>

	<p>Room and she will ask PC to get the floor washed and the ants treated.</p> <p>EH produced some ideas for the sensory garden having had a discussion with LP following the last meeting. The ideas include using grasses, lavender, painting a fence and improving a pathway. MB asked EH for a simple sketch showing what was being proposed so that the committee can fully understand it. However, the committee was pleased with the ideas which they consider will be a great enhancement.</p> <p>A bench in the garden has fallen apart (age not vandalism). We need to understand which one it is and possibly replace it. To be considered at our next meeting.</p>	<p>EH</p> <p>MB</p>
10. Any other business	<p>MB still to talk to Woodcote village hall to understand if they are running a Xmas market this year.</p> <p>There was discussion about whether we should get the hall floor re-treated this year, but the decision was to leave it until 2024 (3 years from the previous treatment).</p> <p>BJ asked that we look at using SolarPV on the garden room roof, for which we have planning permission. This can be added to the environmental/heating project.</p> <p>BJ also asked if we can look at putting an air lock door on the Belleme Room entrance to reduce heat loss. This may involve planning consent as it's a change to the look of the building but will also be considered.</p> <p>MN pointed out MK had built and fixed a better side panel to the stage which was a great improvement. On behalf of the committee MB thanked MK for his efforts.</p>	<p>MB</p> <p>MB</p>
11. Dates of future meetings	29.3.23 (AGM), 10.5.23, 12.7.23, 20.9.23, 15.11.23	All