

**Minutes of Village Hall Committee Meeting**

**Wednesday 12th May, in the Garden Room**

**Present:** Bernard Novell, chairman (BLN), John Barratt(JB), Bill Jackson (BJ), Bryan Urbick (BU), Mrs Yvonne Braby ( YB), Ms Jeanette Rosato (JR), Mrs Linda Palmer (LP), Mrs Sally Wicks (SW).

**Apologies:** Mike Baker (MB),Phil Robson (PR).

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| In minutes Paul Carter, Caretaker (PC), Bill Norman, Booking Secretary (BNo) | **Actions by**  |
| **Minutes of the meeting held on 11th January 2017** | These were agreed and passed for publication on the website | BLN |
| **New trustee** | BLN welcomed Mike Baker to the committee who could not attend this meeting but will attend from June onwards. |  |
| **Matters Arising** | Some matters arising are covered as agenda items.The replacement piano cover has been purchased.The Friends of GVH scheme has been successfully launched. The first friend helped with the kitchen clean up and inventory. |  |
| **Chairman’s Report** | A full Chairman’s report was presented at the AGM held in March. Any subsequent actions by the chair appear under other agenda items. |  |
| **Treasurer’s Report**  | JR presented the accounts for the first quarter of the year which includes a number of annual cost items. However, there is a surplus of £2336 of income over expenditure. The end of year accounts have been sent to the auditor.Inspirations need to raise an invoice. BLN to action.Insurance for rebuilding. BU has investigated the costs of reinstatement value for insurance purposes. The hall is currently insured for £1.07 million which BU deems to be adequate. The cost of a valuation would be £515 +VAT and it was agreed to leave this until 2018 when our current insurance policy runs out.Bank account move. As a consequence of the closure of the local branch of TSB, it was agreed to move the account to Lloyds in Wallingford, BLN to organise paperwork. | BLNBLN |
| **Forthcoming Events/fundraising** | **Past event:*** The Barn dance raised £1235 each for GVH and the African charity. Another has been arranged for February 10th 2018 as a sole fund raiser for GVH.

**Forthcoming events:*** GGIB Plant sale and refreshments April 29th. LP has had a good response from the friends and is organising a rota. She appealed for donations for the raffle and for cakes.
* Festive Food and Local Produce Fair. Saturday 2 December. A working party of JB, BU, LP, SW will meet to organise this one. SW to arrange a meeting date.
* Murder Mystery evening – agreed for January 13th/20th/27th 2017. BU will talk with the organisers and report back.
* George Michael event June 24th. LP to investigate the possibility of organising refreshments for sale to the anticipated crowd of fans. As many trustees will be away on that date, this will depend on the availability of the Friends.
 | LP/ all SWBULP/ |
| **Hire charges** | YB had circulated a comprehensive spreadsheet showing the hire charges of different halls in the local area. After discussion, it was agreed to raise the charge of the main hall from £11 per hour to £12 and the Bellême Room from £10 to £11, the Garden Room will remain at £10. All this to be effective from 1st September 2017.BLN will add this information to the newsletter and advise BNo.YB will review charges for kitchen use. | YBBLNYB |
| **Caretaker report** | The caretaker is continuing with ongoing maintenance of the hall and will shortly be dealing with the scuff marks in the Garden Room. | PC |
| **MRI Business** | 1. The new floor scrubber has arrived and is working well.
2. Progress with the external decoration project scheduled for 2017: Barry Purnell has been awarded the contract, scaffolding will be provided by John Clarke. Start date to be advised soon.
3. Projector project: Mike Lewis has produced a detailed feasibility study of the various options. Projector costs in the region of £500, installation £2200. The MRI committee will meet and recommend a solution. BLN to advise date.
4. Stage project: It was agreed that the scoping of the project would be dealt with by a working party involving GGP reps, Graham Underwood and Ian Shears; Trustees LP, YB, MB and BLN. Scoping and tenders for the work to be completed by late August ready for grant application in October 2017 with aim for the project to be completed in August 2018. BLN to advise date of meeting.
5. Stage curtains: YB has contacted 2 more suppliers and will ask for quotes for gauze and curtains and has meeting with suppliers on 19th after 10.30am and 25th April at 5pm. BLN to attend 0n 19th, SW on 25th.
6. Yellow no parking lines: PC has purchased paint and will complete the work next week.
7. BLN will contact Colin Sylvester defunct re light bulbs.
8. Hot water for hand washing in toilets is inadequate. BLN will ask Harry Dennison to quote to replace current electric boilers with a gas combi bolier to feed toilets, cleaners cupboard, bar was area and Garden Room sinks.
 | BLN/JB/LPBLN/LP/YB/MBYB/BLN/SWPCBLNBLN |
| **Friends of GVH** | An article for the GGN has been published and there has been a positive response with 30 people offering to help at events. | BLN/SW |
| **George Michael event** | LP and BU reported back on the meeting held with Parish Councils and police to discuss how the village might cope with the expected influx of visitors over the weekend of June 24/25. It was advised that no special arrangements or precautions should be put in place as that would hold those doing so liable for any accidents. LP will investigate a possible fund raising activity for GVH on June 24th.BLN has been in contact with the hirer of the hall on June 25th who has confirmed the following:* The hall is booked from 10am for a 2pm performance and an 8pm show with a capacity of 180 for each show. All tickets have been sold.
* He will make sure that each MOE is monitored by his security team to ensure that only ticket holders are admitted.
* The event will be covered by Public Liability Insurance through his Musician's Union membership. The organiser is happy to email copies of the certificate along with PAT certificates.
 | LP |
| **AOB** | * Painting of Bomber Harris: This is now on loan to the RAF Club who received it with grateful thanks. They will clean and restore it before it is hung in the Bomber Command area of the club. GVH will be invited to view the portrait when it is in position
* LP, SW and one friend completed the kitchen crockery and cutlery clean and inventory. SW has ordered replacement crockery and cutlery
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| **Date of next meeting** | Wednesday June 14th 7.30pm in The Garden Room |  |