Minutes of Village Hall Management Committee Meeting
Wednesday 21 May 2025 at 7.30pm

Present: Mike Baker (MB) (Chair), Jack Calder (JC), Phil Davies (PD), Bill Jackson (BJ), Linda Palmer (LP), Roger Wood (RW)
(In minutes Paul Carter (PC), Colin Silvester (CS))

Item		Action
1. Apologies	Mark Kibble (MK), Lecky Thompson (LT)	
2. Minutes of last meeting	The minutes were approved and passed for publication on the GVH website.	
3. Matters arising	After discussion the Committee decided not to proceed with installation of manual blinds in the Garden Room, because of concerns about the practicality of opening and closing them with a pole. The yellow hatched lines next to the defibrillator had not yet been repainted. The AGM had taken place with little public engagement and no response to the request for new Committee members, but MK would approach one possible candidate on his return from holiday. MB had established that the Great Hall in Cholsey was now managed by a commercial management company, but he had been unable to contact them so far. The PAT testing remained to be done. BJ said that hirers using their own electrical equipment at the Hall should be obliged to have it PAT tested. MB would check whether this was covered by the hire agreement. CS had been asked to remount and cable the new projector but had not done it yet. MB had obtained names of people in U3A and the Arts Group interested in receiving instruction on use of the PA system, but it was still to be arranged. As agreed at the AGM, MK had purchased and installed a new mixer and power supply. (U3A had a problem using it before the programming was completed, but it was now fully functioning.) With the new power supply, the old	LP/PC MK MB RW MB MB/CS MB

	mixer was found to be working again, and the question was whether to keep it as a spare or sell it. Because it had been unreliable in the past and its value would decrease over time, MB proposed selling it now. This was agreed. LP had messaged PC on the question of how to identify bookings where a higher fee might be justified because of extra work he had to carry out, but nothing had been proposed so far. LP had not yet investigated which tables needed replacing. Other matters arising are dealt with under heading 6 below.	MB LP/PC LP
4. Chairman's report	PC had reported that the organiser of the Artisan Market had complained about chairs and tables not being in the right place and had used abusive language to him. MB had taken this up with her. He pointed out that requirements for chairs and tables should be specified before the hire. Abusive language to the caretaker was not acceptable and she should consider making an apology. She denied using abusive language. A law known as Martin's Law had been passed in March. This law is intended to address perceived failures to prevent the terrorist bombing of the Manchester arena a few years ago, and imposes new regulations on all venues where 200 or more people might gather. A two year period is allowed for the law's full implementation. The implications for the Hall will have to be considered. BJ agreed, as a first step, to contact Tessa Hall to find out whether any guidance on this is available or planned.	BJ
5. Treasurer's report	LT had circulated the most recent figures up to 30 April. Bookings for the 4 months to 30 April are £1.8k below the comparative figure for last year, but we continue to receive interest on our savings account, and remain £2.5k ahead of our income budget. April expenses were higher than usual at £5k (compared with £4k monthly budget) because of a delayed caretaker payment,, heating system maintenance and purchase of the new PA mixer. We have £80.34k in the bank.	
6. Environmental project report	CBG had provided their technical specification and draft contract. MK had obtained comments on this from Committee members, and had drafted an invitation to tender, to be issued alongside the CBG document. MB would circulate this for comment. MK proposed sending it to five possible installers identified in the course of his research. MB hoped to receive at least three quotes, and since some of the five might not respond, thought it might be worth finding a sixth. PD had recently had work done by another installer, whom he rated highly. He would give	MK

	MB the details. The Committee agreed that we should now go out to tender as soon as possible. Alternative quotes would be obtained for a one or a two stage installation, and which option to pursue would be decided once the figures were available. MB would publicise the scheme before installation.	PD
7. Social media	No report	
8. Maintenance, repairs & improvements	One of the lights in the Main Hall needed replacing. A knob on the dimmer for the stage was cracked and needed replacement. The white edge of the stage needed to be cleaned or repainted again. Some pruning was needed in the garden. Some of the chairs were in a bad state, and repair or replacement needed to be considered. The fire detection system was showing a fault. This needed to be fixed. A cracked socket near one of the MH gas heaters needed replacing.	MB/CS LP/PC LP/PC LP/PC RW RW
9. Any other business	None	
10. Dates of future meetings	16-Jul-25, 17-Sep-25, 19-Nov-25	All