Minutes of Village Hall Management Committee Meeting
Monday 15th September 2025 at 7.30pm

Present: Mike Baker (MB) (Chair), Linda Palmer (LP), Phil Davies (PD), Bill Jackson (BJ), Roger Wood (RW), Neil Lecky Thompson (NLT)
(In minutes Paul Carter (PC), Bill Norman (BN), Colin Silvester (CS))

Item		Action
1. Apologies	Mark Kibble (MK), Jack Calder (JC), Brian McKenzie (BM)	
2. Minutes of last meeting	The minutes were approved and passed for publication on the GVH website.	
3. Matters arising	MK and MB had had discussions with Brian McKenzie about joining the Committee. He was invited to the next meeting but might not be able to make it. MB had not yet contacted the Great Hall in Cholsey to discuss their heating system. LP said she was going there shortly and would look at their heating system. The PAT testing remained to be done. CS Has completed the re-positioning of the new projector. Members of U3A and the Arts Group would shortly receive instruction on use of the PA system. Minor jobs still to be done included replacing a cracked knob on the dimmer switch and replacing a cracked socket near one of the MH gas heaters.	MB/LP RW MB RW
4. Chairman's report	The Hartslock ice-cream sales had been going well and the business owners seem happy with the arrangements Our 3yr contract with NEOS Networks was due to end on 21st August. We had no notice of this. To avoid loss of service MB had negotiated a new 12 month deal at the annual cost of £505. There may be cheaper deals available but these would result in a break of service. We will look for cheaper alternatives in May 2026, 3 months before this contract ends.	

	Similarly, MB had taken over from RW looking for a new energy contract. Utilities Aid had given an attractive quotation but Charities Buying Group had been even cheaper. With RW returned MB would hand over to him to review the options, all of which are lower cost than our current contract. The committee agreed to let RW/MB sign up a new contract commencing 01-Feb-26 which has to be done within a day of getting a formal quotation. The deal on offer should see our annual energy bill fall from around £8,000 to approximately £5,000. A discussion took place about how much to charge for the putting out of tables and chairs. A recent request by The Big Band actually cost the hall £72 but our charge for this was only £30. MB and BJ proposed a set of rules on slightly different basis. After discussion it was agreed BJ would put some more thought into developing is proposal, which is based on an updated version of the current rules.	RW/MB BJ
5. Treasurer's report	LT had previously reported at the end of August that the hall remains in good health and has approximately £81k in the bank. It has been a good month for bookings which are slightly ahead of plan whilst expenses are as expected.	
6. Environmental project report	MK had previously circulated two responses to our invitation to tender for the new heating system. ORAC had returned a compliant bid of approximately £34k ex VAT with a few omissions and Advanced Maintenance returned costings of £64k ex VAT but in a non-compliant form. Since receipt of these MK had sent queries back to ORAC and we await an update from them. Including items omitted from their quotation it is likely the cost would rise to over £40k. At this point there was a general discussion about the bids and the feeling of the meeting was that we should seek a third quotation. We have contacts with Hans Ericsson and also Carter so we should approach both. Actions were PD to approach Carter and MB/MK to approach Hans Ericsson. There followed a discussion about grants and PD reported the grants through ACRE were complicated but those available through SODC or our PCC might be easier to secure. It is also the case that locally we might get grants from BIFFA, GGN or Gatehampton Trust. The feeling of the meeting is we should pursue these when we get a third quotation. The local granters need not take that long to approach but national or SODC grants might take longer.	MK PD/MB/MK PD

	It was also questioned whether the PCC could pay for the installation and claim back the VAT element. MB agreed to approach them and resolve this.	MB
7. Maintenance, repairs & improvements	PC had looked at the external painting but believes it is in a good state and doesn't need any maintenance this year. Painting of the Garden room has been done and it looks very smart. RW reported the gas safety certificate needs to be renewed and he will organise and inspection. There is also a defective emergency light which RW will get PC to repair.	 RW RW
8. Any other business	MB would circulate proposed dates for committee meetings in 2026. He vowed if this hadn't been done in a week to step down as chairman. NLT is processing information for our PRS license and believes the total cost will just over £500. He will provide this information to BJ.	MB NLT
9. Dates of future meetings	19-Nov-25	All