Minutes of Village Hall Management Committee Meeting
Wednesday 01 June 2026 at 7.30pm

This meeting was rearranged from 13 May because too few trustees were able to attend on the earlier date to constitute a quorum.

Present: Mike Baker (MB) (Chair), Jack Calder (JC), Phil Davies (PD), Bill Jackson (BJ), Mark Kibble (MK), Linda Palmer (LP), Neil Lecky Thompson (NLT),
(In minutes Paul Carter (PC), Bill Norman (BN), Colin Silvester (CS))

Item		Action
1. Apologies	Roger Wood (RW) Jack Calder (JC),	
2. Minutes of last meeting	The minutes were approved and passed for publication on the GVH website.	
3. Matters arising	The Festival Committee had agreed to pay £25 for each stage section hired, and BN has issued an invoice. The key cupboard code has been changed. No complaints have been received from users. MK has bought a new lighting cupboard lock but needs to fit it and get more keys cut. In RW's absence, it was not known whether he had yet - fitted a replacement element in the water heater; - looked into improving the acoustics of the Bellême Room; - arranged the repair of the defective socket and heating switch in the Garden Room.	 MK RW RW RW
4. Chairman's report	MB had been advised that a different Parish Council member was now responsible for Village Hall issues. The person responsible is Kevin Sanders. The Hall needs to obtain an Electrical Installation Condition Report every 4 years. MB had asked CS to do this and will enquire when this might be carried out.	 MB

	Goring Parish Council had wanted to borrow tables and chairs for an event in the rectory garden. But their event clashed with a major all-day event in the hall. In the end they had simply borrowed 3 tables which have since been returned. A discussion was held about covering for Paul's absence during the Gap Festival. LP has taken the lead on this and met another person who can clean the hall whilst Paul is away for the same rate. She will finalise the days and times cleaning is required and he will be lent a key. LP will find out his name and how he will invoice to help NLT with the payments.	LP
5. Treasurer's report	A good month for bookings in May with £4.3k received, versus £3.7k monthly budget. We are now £7k ahead of budget for the year and continue very well. The savings matured on our savings and a further £364 has been received. In total we generated £3,605 of interest over the last couple of years. The savings have now been withdrawn to the current account to allow for heating project spend. NLT has adjusted the tracking in the monthly report to show the heating project as a separate item. A very low month for expenses in May of £0.7k (vs £3.5k monthly budget) due to delay in receipt of Paul's invoice, minimal utility charge and no major capital or maintenance charge. Overall, we are £1.3k under budget for expenses for the year to date. For the heating project, we have now spent £7.8k of our £63k budget. We have £82,568 in the bank as at 31st May, a decrease of £1.56k. NLT reported that the increase of VAT rate on energy supply only applies to gas, electricity is still 5% rated. MB said he had contacted Tessa Hall to find out what other halls pay regarding VAT on utilities, but it seems all halls are being treated the same and there is appetite to challenge this.	
6. Environmental project report	MB reported that of the two grants applied for to support the heating project we had failed with one (Grundon) but had received two requests for more information from the other, the FCC Communities foundation. Their decision is due this week but we still only have a low probability of success.	

	MK explained the current position with regard to the new heating system. The system requires installation of a new electricity cable by SSEN, and this in turn needs a hole to be dug in our car park, and a trench all the way to the back of the hall outside the ladies toilet where a termination box will be recessed into the wall. Because this means uncovering existing cables and pipes we will use an experienced SSEN sub-contractor to do the work at a cost of £5.2k. We have yet to agree a date with them for the excavations, but nothing will start until after the GAP festival. MB asked MK to put together a cost tracking spreadsheet so we can see how much the project is costing and to share that with the trustees. Once we know the dates for installation MB will publicise these to users. MK to keep MB advised of the detailed dates when he knows them. It's also now clear we need to engage with an electricity supplier for the new supply. MB asked the trustees to allow him to talk to our current supplier, Scottish Power, to see if they can supply at reasonable rates. This was agreed and NLT will provide MB with an existing bill so he has the relevant reference numbers.	 MK MK NLT
7. Maintenance, repairs & improvements	MK has improved some of the Hall's audio cables by cleaning contacts MB has yet to approach Wallingford Glass to investigate why two of the upper windows were not opening. The front door has been improved after a locksmith attended site organised by RW. LP pointed out that a bench in the garden room has been broken. It looks partially rotten but may well have had people standing on it. It will need to be replaced and LP will look into it.	 MB LP
8. Any other business	MB reported a user had asked to use a BBQ in the garden. It was agreed they could but must be careful not to drip fats onto the patio, nor to burn the grass. MB also pointed out he had passed the latest news from the Charity Commission to all trustees. For the Gap Festival MK is coordinating training for use of the PA.	

	Nothing further has been heard about the possibility of the hall benefitting from the parish council ordering a second brown bin. MB will approach Kevin Sanders to explore if this might be possible. MB apologised but says he could not physically be at the meeting on 15 July. He asked if everyone was happy to have that meeting remotely using Zoom or Teams as in Covid rather than having to rearrange it. Everyone agreed so MB will arrange that.	MB MB
9. Dates of future meetings	15.7.26, 16.9.26, 18.11.26	All