

Minutes of the North and South Wheatley Village Hall Committee Meeting

Tuesday 17th May 2016 at 7.30

Present: Geoff Ward	Bowls Club Representative
Rose Sharpe	Village Representative
Matthew Bennett	Village Representative
Josie Bennett	Village Representative
Alan Guest	Local and Family History group rep
Charles Hall	Churches in Wheatley Representative
Alan Ryder	Village Representative
Leah Wilcox	W.I Representative
Wenda Tasker	Clays Horticultural Society Representative
Kerry Driver	Booking Clerk/ Caretaker

1. **Apologies** Carole Tasker Cricket Club representative
Charlotte Wright Parish Council Representative
Val Smelt Rainbows, Brownies and Guides rep

In the absence of CT, GW chaired the meeting.

Election of officers:

Carole Tasker : Chairman	Proposed:	Seconded:
Rose Sharpe : Secretary/ Treasurer	Proposed:	Seconded:
Geoff Ward: Vice Chairman/ Bowls Club Rep	Proposed:	Seconded:

AG has offered to consider the office of Treasurer next year.

2. **Minutes of the committee meeting** Previously circulated

The minutes were signed by GW as a true record.

3. **Matters Arising (not on the agenda)**

The new domain address for the village hall was decided upon and will be wheatleyvillagehall.org.ok.

RS will contact Steve Rockcliffe to arrange. The cost will be £11+VAT per year.

Action: RS to contact Steve Rockcliffe

Post meeting note: the new domain name has now been set up for :

bookingclerk@wheatleyvillagehall.org.uk

secretary@wheatleyvillagehall.org.uk

treasurer@wheatleyvillagehall.org.uk

RS has updated the Village Hall page in the Contact with the changes

The paper towel dispensers have now been installed in the kitchen and Accessible toilet. Chris has made spare keys for accessing the towels.

P.A system was discussed and the possibility of buying our own equipment.

Glass washer: **KD** reported that a glass washer would cost around £500 and this was deemed too expensive.

Heating Vents: The cost for new heating vents is £36 each. **RS** brought a trial plinth which could be mounted around the vents to keep chairs from damaging them. The plinth will be trialled and feedback reported next month. **KD to trial**

Post meeting note: Chris has repaired and repainted some of the vents which are working...look really good and only cost the price of the paint!

CT had received a quote of £80.00 for replacing the 2 double Double glazing units in the main hall which have 'failed'. This was agreed was reasonable and the work should go ahead.

CT to go ahead and arrange with KD for the work to be carried out.

4. **Correspondence** : None

5. **Treasurer Report:** As circulated previously. **RS** ran through the accounts. Joy Peart has now been removed as a signatory. **GW** will be added and **RS** duly presented a form for **GW** to sign.

6. **Caretakers Report:** As previously circulated. **KD** asks that the cricket club be made aware that no tables need leaving out in the main hall after tea. Also to remind the umpires to put away chairs that are left in the disabled toilet.

Action: CT to contact the Cricket Club

7. **Fundraising:** Notes as circulated previously. Good feedback was received with regards to the recent production by the Badapple Theatre Company. It was a very professional production and raised just over £300.

The June table top sale has two tables booked so far.

There will be a Waikiki meeting on **May 31st @ 7.30pm**

Village Ventures : **CT** has now submitted our bid.

The outing to Woburn Abbey & Bletchley Park on Tuesday 6 September 2016 will cost £48 each (concessions £45). Please contact **CT** for tickets.

A better booking system needs to be put in place when an event includes food, possibly via a ticket system. This will be discussed further at the next meeting.

Bar licence: **AR** reported that the licence is now fully up and running, he ran through the relevant paperwork with regards to hiring the hall and having a bar. Some wording on the Booking Form and the Guide to Use needs amending. **Action : AR to amend relevant paper work.**

8. Maintenance: MB to attend to leaking gutter, and small guttering job.

9. Grants: RS reported on the NCC SLC grant for lighting which has been approved saying that we are awaiting a purchase order number from NCC and then we can go ahead with the work. We will have pay for the work to be carried out ourselves and then invoice NCC

VEOLIA: the decision date for this is June 6 2016 (fingers crossed) !

WREN: the application must be submitted by June 8. RS has virtually completed it and will submit before the end of May.

10. Village Hall News Letter: was well received and the next one will be out before the table top sale. The cost to print the letter was £34 for 250 copies. Black and white would be cheaper but it was agreed to carry on with colour. It was also agreed to send the copies out every month for 6 months then review. **AR to draw up a rota to deliver the newsletters**

11. A.O.B : Parish Council require a list of users of the village hall who would like to have defibrillator training. **CW to liaise with KD**

The new teaspoons have arrived.

The school wish to book the hall for a summer performance. They will be paying the normal hire fee. **Action: KD to liaise.**

The "A frame" needs someone to take charge of replenishing it with fresh posters as and when the need arises. **Please contact RS or KD if you could offer to take on this small but important job.**

12. Next Committee Meeting : Tuesday 21st June at 7.30pm.

Next fundraising meeting 6th June at 4pm in the main hall.

Waikiki meeting May 31st 7.30pm.

RS and WT send apologies for the next meeting.