



## Minutes of the North and South Wheatley Village Hall Management Committee Meeting

Tuesday 21 November 2017 at 7.00pm

### Present:

Carole Tasker	Chairman/ Cricket Club Representative
Geoff Ward	Vice Chairman/Bowls Club Representative
Rose Sharpe	Secretary/Treasurer/ Village Representative
Matthew Bennett	Village Representative
Josie Bennett	Village Representative
Alan Guest	Wheatley Family History Representative
Alan Ryder	Village Representative
Val Smelt	Brownie/Guides /Rainbows Representative
Wenda Tasker	Clays Horticultural Representative
Leah Wilcox	WI Representative
Charlotte Wright	Parish Council Representative
Sandy Sanderson	Village Representative
Charles Hall	Churches in Wheatley Representative
Kerry Driver	Booking Clerk/ Caretaker

1. **Apologies:** None

2. **Minutes of the committee meeting:** As previously circulated.

The minutes were amended and signed by CT as a true and correct record.

3 **Matters arising from the minutes:**

MB had referred the issue of the Transparency Grant back to the PC but had nothing to report.

**Action: MB/CW to check about the Grant at the next PC meeting.**

RS has still heard nothing regarding the application to The Percy Laws Charity.

**Action: RS to contact Mary Hart again**

MB reported that the village hall sign outside the Post Office has been attended to by Colin Keyworth.

A discussion took place on what the committee were going to put together for the Churches Together display featuring Christmas Carols. It was agreed it will consist of a wreath with a picture of the Village Hall nativity scene as a centre piece.

**Action: CT to contact Jane Priestley about a wreath**

**Action: RS to find a copy of the photo and create an image for the wreath**

RS has paid the gambling licence.

The floor sanding is ongoing and KD is to contact the company who is potentially going to come and sand the floor.

**Action: KD to organise the sanding work**

KD has contacted the supplier of the dishwasher who offered trouble shooting tips to try and sort the problem. The dishwasher seems to be running ok at the moment. RS said it worked well at the Quiz Night.

4. **Correspondence:** None

5. **Treasurer's report:** As circulated.

RS presented the monthly accounts. She reported that the cheque given to us by the PC had gone missing. This cheque has been cancelled and a new one has been re issued by the PC. RS also presented the financial reports for the Thursford Coach trip and the Quiz Night.

6. **Caretaker's report:** As previously circulated.

KD reported that three large catering spoons are missing from the kitchen.

**Action: CT to contact Joan Goodman to check if she has them**

KD reported that cables for the AV system are not working.

**Action: GW is to look at the HDMI cables and replace if needed.**

The heating has been left on twice.

**Action: Reps to remind their groups to turn it off on exit.**

**Action: RS to produce a new 'reminder' sign for the exit doors**

The boiler service is due in December. KD is to enquire about the possibility of being able to put the heating on a timer. The possibility of installing a Hive was also discussed.

KD added an hour to the invoice of the user who used the dishwasher and left it in a very poor state.

## **7. Fund raising:**

The Thursford coach trip was successful and made a profit of £237.94.

Quiz night was a huge success and generated a profit of £787.52

Jez Lowe is to perform on Sunday 10 December and 18 tickets have been sold so far. CT and WT to make mince pies. CS/GW on the bar, (SS reserve), RS on the door, CH raffle. 6 performers to set up from 4.30 CT to provide their meal.

Ron Spence is due to perform on 21 April 2018.

Howden Jones are booked for the 2 March 2018.

Bow Jangles are to appear on 20th January 2018 with a show called 'Excalibow'

Festive coffee morning Saturday 2 December 9.30am. CW has priced up a banner but it was agreed not to purchase one due to the cost. Seven tables have been booked so far. JB and MB will cook and serve the Bacon butties. CT making mince pies and sausage rolls. The hall will be open for set up from 8.30am.

MB thanked everyone for all their help with the Tractor Run on 30 October. Everyone worked as a team which made for a straightforward profitable, enjoyable day.

## **8. Maintenance:**

MB, GW, AR, RS and Chris had met to discuss the stage improvements. GW presented an excellent sketch of the proposed plans for the stage. The committee was happy with the plans.

**Action: M.B is to contact the joiner to requote (*Post meeting note: MB, GW, CS, RS and Neil (joiner) met 7.30 am Sat 24 November*)**

**Action: RS to measure up for and order the fascia panels for the stage.**

**9. Newsletter:**

AR reported that the latest news letter is printed and ready to go out.

**10. Grants:**

RS has received a form from Hugh Burton for a grant for the amount of £100. RS had asked for ideas on how to spend the grant. WT had suggested an automatic water boiler and produced some examples of different types. The committee agreed it would be a good addition to the kitchen but needed some more information.

**Action: WT to investigate the machines used at Sturton and Gringley Village Halls**

**11. AOB:**

GW reported that the P.A system has now gone back to the church for Remembrance Day and will stay there unless needed for an outside event.

There is no number on the defibrillator. Anyone who needs to use it must call 999 to obtain a code..

KD handed out new booking forms to group reps and asked that they are filled in and returned by the end of the year. It is imperative that users read the contents of the forms!

Christmas decorations, Chris Sharpe has kindly offered to help in putting up the fishing line. GW, WT and RS volunteered to help with putting up the decorations on Thursday morning

**Next Meeting:**

**Tuesday 16 January 2018 at 7pm (No meeting in December)**