

Eardisland Village Hall Management Committee (EVHMC)
Registered Charity 1108366

Minutes of the Meeting held
 On
 Wednesday August 28th 2019 7 pm

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| 1 | <p><u>Attending:</u> Caroline Marsden (CM) Diane Lee (DL)(Minutes) . Susie Curtis (SC) Carole Millin (CMN) (Chair) Jo South (JS). Ronnie Steed (RS).</p> <p><u>Apologises</u> Martin Thomas (MT) Alan Pryce (AP)</p> | Action |
| 2 | Minutes of last meeting 24th July 2019 agreed as correct. | ALL |
| 3 | <p>Matters arising; (order changed from agenda)</p> <ul style="list-style-type: none"> • Village Picnic 2020; Positive responses from E -Team and Ben Woodcock on behalf of the Children's Community allotment. • New Year's Eve arrangements; Sub group needed for this event. Jo South and Caroline Marsden EVHMC Phil and Margaret Milchard as volunteers. • Hiring Terms and Conditions; A decision MUST be made. • Caroline circulated several options prior to the meeting thank you Caroline. Committee decided to keep charges as they are. All setting up time is to be booked to include any setting up needed the previous evening for any event. <u>This will become effective for any events booked to take place after the 31st October 2019.</u> | <p>CMN</p> <p>CMN</p> <p>ALL</p> |
| 4 | <p>Maintenance weekend feedback; future plans.</p> <ul style="list-style-type: none"> • General tidy up and cleaning. Repainting of some walls in main hall. All chairs washed and hovered. • Painting of walls above dado rail in small hall. Window frame of large window prepared ready for glossing. • Present 12-step safety ladder is too long to store safely. 10 -step safety ladder adequate to reach to change light bulbs etc. Committee agreed to purchase 10-step safety ladder. 12-step safety ladder and extension ladder currently hung in corridor to be sold. New 10-step ladder will then hang in hallway. Hirers to use at their own risk. • Installation of kitchen cabinets with worktop over to run along under large window in small hall to provide more storage. | <p>CMN</p> <p>Label to be attached to this effect</p> <p>All agreed in principle.</p> |

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| <p>5</p> | <p>Finance</p> <ul style="list-style-type: none"> • Claire (cleaning contractor) requests a standing order to be set up for her monthly payment. Santander now in Hereford and only two signatories. Jo South and Carole Millin agreed to become signatories. • Duck Races £922 surplus after all expenses paid. • Donation of £100 from Zigi Davenport as a thank you to EVHMC for providing extra seating for her husband's funeral service. • Cross Inn donation of £250 from raffle, quiz and BBQ held after the Duck races on Sunday. The landlords of the Cross Inn have suggested a monthly quiz with the entry fee being donated to the village hall. All committee present agreed on this proposal. • £10 expenses payment requested for top up on village hall mobile. • Village show £300 cash float. | <p>CM Next meeting</p> <p>CMN</p> <p>SC. CMN to write and thank both parties.</p> <p>CM</p> <p>JS</p> |
| <p>6</p> | <p>Risk and Fire Assessments; Richard Timney (Community First) to be contacted to undertake these. Cost £150. All present agreed.</p> | <p>DL</p> |
| <p>7</p> | <p>Future Events;</p> <ul style="list-style-type: none"> • Village Show 7TH September sub committee asked to submit a report to EVHMC after event. Children's Allotments to be official opened after village show ends. • Fiesta night 26th October. Tickets limited to 50 (due to space required for cooking in large hall) £12 per head. Posters and tickets to be displayed and put on sale as soon as possible. Sub group needed. • Carol singing 20th December 6-8pm meet outside Village shop. | <p>JS</p> <p>CMN to email all.</p> |
| <p>8</p> | <p>Open forum no members of public present.</p> | |
| <p>9</p> | <p>Renewals- none</p> | |
| <p>10</p> | <p>Any other business</p> <ul style="list-style-type: none"> • Village hall equipment borrowed policy distributed to those present. Comments to Carole ASAP. • Noted, some of the Tombola bottles at duck races were not age appropriate. • Children's Tombola or Lucky Dip tub included next year. • Car boot sale or table top sale idea for next years fundraising. <p>Meeting closed at 8.30pm Next meeting Wednesday 25th September 7pm. Village hall.</p> | <p>CMN to email to those not present.</p> |

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