

**Eardisland Village Hall Management Committee (EVHMC)**  
**Registered Charity 1108366**

Minutes of the Meeting held  
 On  
 Wednesday 25<sup>th</sup> September 2019 7 pm

<b>1</b>	<p><u>Attending:</u> Caroline Marsden (CM) Diane Lee (DL)(Minutes) Martin Thomas (MT)) (Vice Chair. Susie Curtis (SC) Carole Millin (CMN) (Chair) Jo South (JS) Alan Pryce (AP)</p> <p><u>Apologies:</u> Ronnie Steed (RS). Chris Watson (CW)</p>	
<b>2</b>	Minutes of last meeting 28 <sup>th</sup> August 2019 agreed as correct after village show sub group request for £300 float and only £250 available noted and corrected.	<b>ALL</b>
<b>3</b>	<p>Matters arising;</p> <ul style="list-style-type: none"> <li>• Margaret Milchard will no longer be a volunteer on the sub group to arrange the New Years Eve party. Sue Wallis will serve in her place.</li> <li>• Booking procedures/conditions. Current charges will remain unchanged. Due to ever increasing overheads it has become necessary to make a charge for setting up/clearing away time. These charges will be per hour or part:             <ul style="list-style-type: none"> <li>• £5 for Entire building</li> <li>• £3.50 Main hall</li> <li>• £2.00 Committee room these charges include the use of the kitchen.</li> </ul> </li> <li>• Fire and Risk Assessments. Richard Timney booked 28<sup>th</sup> October 2.30 pm to undertake these. Once completed these will be uploaded onto village website along with other relevant documentation.</li> </ul>	<p><b>CMN</b></p> <p><b>All committee present agreed.</b></p> <p><b>DL to email Richard</b></p>
<b>4</b>	<p>Finance;</p> <ul style="list-style-type: none"> <li>• Update; Santander account 1<sup>st</sup> August 2019 £6622 this does not include monies from the Duck races or Village show.</li> <li>• Nationwide account change. Jo and Carole agreed to become signatories for this account. From January 2020 Nationwide will be closing the Treasurer's Account, which EVHMC hold.</li> <li>• All agreed in principal that the Nationwide and Santander accounts should be merged into an online banking account. Lloyds do offer this service.</li> </ul>	

	<p>One account would be simpler. It was agreed that a Lloyds Treasurers' account should be thoroughly investigated and reported back at October meeting.</p> <p>Village show report emailed to all. Congratulations to Jo and sub group member's, best year ever. £1060.72 now ring fenced for workshops etc. for 2020. Committee agreed to support 6 workshops next year with a charge being made to attend.</p> <ul style="list-style-type: none"> <li>Utilities update via email from Chris. Electricity usage (EDF) high £552 37p in debit. Gas £17 in credit. Debit to be paid off 26<sup>th</sup> September monthly direct debit from October £192 per month.</li> </ul> <p>Proposal - Marketing Sub Committee. All asked to think of strategies to utilise the hall as much as possible over a seven-day period.</p>	<p><b>CMN to email this information committee.</b></p>
<p><b>5</b></p>	<p>Future Events.</p> <ul style="list-style-type: none"> <li>Fiesta night. 26<sup>th</sup> October. Plans well advanced all tickets sold plus a waiting list. Cold puddings to be provided by;</li> <li>Jo Watson, Caroline, Diane, Carole, Alan, Susie, Mandy Vernon, Sue Risdon Sub group meeting 17<sup>th</sup> October 2pm Susie's house .</li> <li>Sugar sachets donated to the Friends of the Hospice Eardisland and Kingsland group for coffee morning 15<sup>th</sup> November.</li> <li>Carol singing; Jo to organise. 6pm outside village shop 20<sup>th</sup> December mulled wine in village hall 7pm onwards.</li> <li>New Years Eve Party. Ticket sales and publicity EVHMC. from 15<sup>th</sup> November. Carole to contact Sue Wallis re set up and entertainment.</li> </ul>	<p><b>All</b></p> <p><b>Thanks to Martin and Alan.</b></p> <p><b>Thanks from Diane</b></p> <p><b>CMN</b></p>
<p><b>6</b></p>	<p>Open Forum no comments</p>	
<p><b>7</b></p>	<p>Renewals</p> <ul style="list-style-type: none"> <li>Saniflo September</li> <li>Gas convector heater October</li> <li>Gas hob October</li> <li>Fire Alarm Installation. October Diane to contact Edwin.</li> </ul>	<p><b>Diane to email Carole contact details.</b></p>
<p><b>8</b></p>	<p>Any other business. Martin to send a card to Mandy Vernon on behalf of EVHMC for the donation of china.</p> <p>Meeting finished at 8.40 approx. Next meeting Wednesday 23<sup>rd</sup> October 2019 7pm Venue; Committee meeting room village hall.</p>	

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