

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

Minutes of the Meeting held after AGM
On
Wednesday 22nd January 2020 6.40pm

1	<p>Attending: Diane Lee (DL)(Minutes) Susie Curtis (SC) (vice chair) Carole Millin (CMN) (chair) Ronnie Steed (RS) Caroline Marsden (CM) Jo South (JS) Apologies; Martin Thomas (MT)</p>	
2	<p>Minutes of last meeting November 27th 2019 accepted after amendment made to error in date should have read next meeting Wednesday 22nd January not Thursday 22nd January. Welcome to Rosemary Capon as a visitor.</p>	
3	<p>Matters arising;</p> <ul style="list-style-type: none"> • Fire/Risk assessments undertaken by Richard Timney October 2019 still no documents received. • EDF notified of increase use of electricity from November. Chris not at meeting so no report regarding action taken. 	<p>Action</p> <p>CMN</p> <p>CW</p>
4	<p>Finance</p> <ul style="list-style-type: none"> • Santander account balance £8462 (13th January 2020) • Noted; the emergency meeting of EVHMC 16/12/19 agreed to offer £2000 towards cost of the heating replacement. • Fundraising from events update. • <u>Fiesta night.</u> • Expenditure £174.39p. • Small Fish shop Tenbury 375 cancellation fee. • Refunded ticket money £260 • Surplus £273.61p • <u>New Years Eve 2019/20</u> • Tickets sold 56 £290 • Emergency heating £170 • Surplus after event £120. <p><u>EVHMC would like to thank the relief team of organisers who enabled this event to take place.</u></p>	<p>All present agreed.</p>
4.4	<p>Out goings.</p> <ul style="list-style-type: none"> • Accounts ending 31st December 2019 show marked increase in cleaning costs and electricity over the previous year. • Committee agreed to reduce cleaning from twice weekly to once as one hirer has ceased weekly session. Susie agreed to inform Claire and explain reason. 	<p>SC</p>

<p>5</p>	<ul style="list-style-type: none"> • Committee thanked Claire. • All toilet doors to be kept closed as frost stats on heaters work overtime if door left open so resulting in more electricity being used. New signs to be erected. • <u>Online banking update</u> Jo needs the following information to open the Lloyds Club and Charities account. • Name of person who set the Charity up. • Name, date of birth, and 3 years address history of all trustees plus written/verbal permission for credit checks to be undertaken. Next meeting can all trustees please bring this information <p>HEATING</p> <ul style="list-style-type: none"> • For avoidance of doubt the situation is: • 13/12/19 two gas heaters in main hall condemned and disconnected by Boiler Care Worcester maintenance engineer as unsafe. • 16/12/19 EVHMC emergency meeting agreed purchase of extra heaters. • 18/12/19 five oil filled freestanding radiators purchased. • 31/12/19 New Years Eve Party hall reported hall as adequately warm. • 5/1/20 timers added to three radiators • Monday and Friday on at 6am off 11am. • Tuesday/Wednesday and Thursday on 6am off 2pm. • All permanent heaters to follow the same timings and be set at 8 degrees (frost stat) at all other times. • Since the emergency heating has been in place daily monitoring has demonstrated that electricity consumption shows 47.7% rise. • PC meeting 16/12/20 were asked to consider present situation. • Agreement made by PC that 3 quotes would be obtained to install a wet gas central heating system • Emergency PC meeting scheduled for 29/01/20. • Committee agreed to fund extra electricity costs until the warmer weather. • Should no new heating system be in place by the start of colder weather EVHMC see no alternative than to close the hall to existing hirers • External hirers who wish to book the hall would be asked to pay extra for the existing heating to be turned on. • However an application can be made to the parish council (PC) for financial help with the increased heating costs. 	<p>All</p> <p>Thank you Caroline.</p> <p>JS</p> <p>All take note</p> <p>CMN</p>
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<p>6</p> <p>7</p> <p>8</p> <p>9</p>	<p>Future Events. (Re –appraisal due to the heating problem)</p> <ul style="list-style-type: none"> • February 7th 7-9pm Needle Felt Workshop • Soup and Pudding lunch March 28th Martin and Alan. • Duck Race August Sunday 30th (Bank Holiday) • Village Show September Jo • Craft Event Jo • Photography workshop Jo • Discuss further events in February after PC meeting. <p>Open Forum;</p> <ul style="list-style-type: none"> • Rosemary agreed to volunteer to be a key holder for maintenance/contractors who need access to the hall. This will be on a temporary basis to see how it works. <p>Renewals update</p> <ul style="list-style-type: none"> • EVHMC meetings to be uploaded onto website calendar. • Performing rights licence/live music licence due 30/01/20 • Water rates contact George re this. <p>Any other business</p> <ul style="list-style-type: none"> • Eardisland Community Shop have donated 5 printed aprons to the village hall to be used for events run by EVHMC. <p>Village hall photo competition discussed Carole to email details to committee. Discuss again in February.</p> <ul style="list-style-type: none"> • VE day 75th celebrations May 8th 2020 discussed at recent PC meeting no events were planned by EVHMC but the hall would be available to anyone /organisation that wishes to hire it. • Concern raised what appears to be lack of communication between PC and EVHMC. • Suggestion made a committee member from (EVHMC) would attend PC meetings on a rota. • EVHMC to contact PC re PC representation at EVHMC meetings. • Craft night Jo requested a cheque from Caroline for speaker's payment. <p>Meeting closed at 8.12pm Next meeting Wednesday 27th February 2020 7pm Venue Village Hall</p>	<p>CM Key to be retrieved from previous hirer</p> <p>Thanks to the shop committee for this gesture.</p>
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