

Lawshall Village Hall Management Committee

Minutes of Meeting 7th November 2017

Present: Dave Henderson (DH), Sue Henderson (SH), John Payne (JP), Karen Wilcox (KW), Jenna Kitchen (JK), Julian Delefortrie (JD), Ian Copping (ICI), Ian Carrington (IC)

Not Present: Sharon Marshall (SM)

Also Present: Wendy Harris

- 1. Apologies for absence from John Chappell (JC)**
- 2. The minutes of the meeting from 3rd October 2017 were approved**
- 3. Matters arising -**
 - DH to speak to JC re running of lottery
 - DH to purchase outside Christmas lights
 - Mower repair is still to be agreed. Claim to go through insurance. Mulcher and ear defending kit still outstanding, but has been paid for
 - Replacement mower has been acquired on a temporary basis
 - Lottery license has been renewed
 - WIFI being investigated by JD. More quotes needed for comparison
- 4. Finances -**
 - There is a balance of £4861.75 in the bank
 - Cheque has been received from Village Summer Fete
- 5. Hall Maintenance -**
 - Couple of complaints that floor is dirty & dusty
 - Drainpipe/guttering guards still to be looked at (JP)
- 6. Grounds -**
 - Mares tail needs to be treated (IC)
 - Ditches still need to be cleared (IC)
 - Most of previous garden rubbish has been cleared from site (JC & JP)
- 7. Bookings -**
 - Village Christmas Quiz has been confirmed for Sunday 17th December 2017
- 8. R&A -**
 - JK thanked those who collect and distribute the R&A around the village
 - Lawshall Pre-school to pay for adverts
- 9. Lottery -**
 - The lottery has a balance in the bank of £6740
 - JC & JK to meet regarding updating of spreadsheet
- 10. Website -**
 - Calender needs to be updated if possible

11. Hall Hire Charges -

- Residents £14 per hour. Non-residents £17 per hour
- Regular users was defined as meeting every week
- Weekly users to have a set fee of £11 per hour
- Monthly users qualify for a 10% discount if paid 3 monthly or more in advance
- Bi-Monthly users qualify for a 5% discount if paid 3 monthly or more in advance
- Flat rate for party bookings was agreed at £35 for a 3 hour party with a 30 minute grace period for setting up/packing up
- Flat rate for party bookings was agreed at £45 for a 4 hour party with a 30 minute grace period for setting up/packing up

12. AOB –

- Outside Christmas Tree and lights - DH to liaise with Jon Kydd
- Inside Christmas Tree and lights - DH & KW to do
- To check with Parish Council regarding running of preschool hiring their building for parties
- Leaflets advertising turning on of the Christmas lights/Production of A Christmas Carol/Village Christmas Quiz have been ordered and to be distributed to as many households in the village as possible
- The VH committee will provide crisps/peanuts/mince pies for the quiz. Money raised from the quiz is to be split between the groups that hire the village hall
- DH to meet with the vicar regarding the starting of the cub/scout group
- The village hall is now designated as a 'rest centre' for any village emergencies
- DH aware that planters still need to be stained and will try to do this soon
- Charity coffee morning to be looked at for next year
- Notice board to be put on verge outside opposite parish council noticeboard. Costings for this to be looked into
- JP confirmed he will be stepping down from the committee completely as of 31st December 2017. DH thanked him for all his hard work over the years.

Date of next meeting – Tuesday 5th December 2017 at 7.30pm