

Lawshall Village Hall Management Committee

AGM

Monday 3 June 2019

1. Apologies for absence:

Ian Copping, Dave Henderson, Ian Carrington, Sharon Marshall, Jean Clements, Julian Delefortrie.

Present:

Jenna Kitchen (Acting Chair) Karen Wilcox, John Chappell, (committee)
Andy Irish, Jeremy Parsons, Wendy Harris, Gemma and Brett Allum, Rosemary Riches (minutes)

2. Minutes of the last meeting were approved

3. Matters Arising:

The Conditions of Hire for the Village Hall is to be addressed in respect of usage of the chairs.
To date only the wooden chairs should be hired out. The padded chairs are for indoor use only. See below.

The issue regarding a new Chairperson for the VHMC is ongoing.

The issue of the Notice Board is ongoing.

The issue regarding the return of the keys to the Village Hall has not yet been addressed.

Discussion took place regarding the Paper Bank. It was felt that the Paper Bank may not be very profitable and that it may need to be moved if development commences behind the site of the Bank. It was suggested that another Clothes Bank may be a better and more profitable option.

Broken lights have been replaced. There is an issue regarding a toilet light left on overnight, again.

The review of the Constitution is ongoing and needs to clarify what happens for the Village Hall if a new Chairperson is not identified.

4. Finances:

Karen Wilcox has been unable to balance the books this month – there is a difference of £268.00.
Income for adverts in Round & About has gone down. More Advertisers are using St Edmunds way magazine as that has a greater circulation.
An increase in the cost of printing and delivery. Jenna Kitchen to look into this as there were fewer pages in Round & About.

The Village Hall is not being hired out as much as previously.
Likely to lose Carpet Bowls as numbers are low.
The same applies to the W.I.

£3051.17 in current account. £441.00 in Petty Cash.
Recent elections netted £600 for hire of Village Hall.

It was noted that the Accounts had been approved at the last meeting.

Election of Committee: The Committee was re-elected whilst noting still no New Chairperson. An Acting Chair will be required until a new Chairperson is identified

5. Hall Maintenance:

There are no issues in respect of Hall maintenance.

6. Grounds:

Julian Delefortrie is organising the watering of the Hanging Baskets and Planters.
The grass has been cut.

7. Bookings:

There are three additional bookings for June.
Checks to be made regarding whether F.O.C. Have paid for the Hall Booking for their A.G.M.

Gemma and Bradley Allum are interested in starting a Karate Club using the Village Hall. They currently run a club in Nowton but have now moved to Lawshall. Talk to Sharon regarding day and time.
Note that Nowton currently charge £6.00 per hour (smaller hall) as opposed to Lawshall £11.00 per hour.

8. R & A – Advertisement Management

Details required from Dave Henderson regarding how he manages the advertisements for the R & A. For Jenna and John Chappell. Jenna will deal with those who contact her but not go out seeking new advertisers.

9. Lottery:

£9462 in Lottery Fund. There are new members.
Checks to be made on the Constitution of the Lottery Funds with regard to future investment of some of the funds. Possibly invest 50% of the funds. This is to be addressed at the next meeting.

10. Website:

Jenna Kitchen currently unable to download R & A onto website. Possible charge of £50 to update the website.
Currently already paying £106.79 to Website providers.

* Jeremy Parsons agreed to look at the issue and will make a back-up of information.
Please do let Jenna know if you spot problems on the website.

11. Events:

No Village events are planned at this current time.

It was felt that last year's Christmas Concert was good for the Village even though it was not very profitable.

Wendy Harris to look into the possibility of holding a Race Night.

Parish Council to be contacted to see if any parishioner has a fir tree needing removal to be used at Village Hall at Christmas. (or put request in magazine)

Noted that the Swan P.H. Have been given a Father Christmas costume.

Discussion took place regarding a Cinema Night. It was felt the cost was prohibitive.

Discussion took place regarding setting up an Events Committee.

Jon and Sarah Warboys to be asked if they are prepared to organise another Quiz near Christmas time.

12. AOB

Andy Irish informed meeting that he has been contacted by an Architect with a figure of £400,000 for a new Village Hall. There is no application or outline plan at present. New Hall to incorporate a Football Field and Cricket pitch with possibly a Village Shop attached and Coffee Shop.

Lawshall Trust may not fund the build but may fund the upkeep, no decisions have been made yet by the trustees.

Next Meeting: 2 September 2019 7pm

Carry forward to next meeting a request for a Christmas Tree from anyone living in the Village.

Possibly approach Nowton Village Hall, which is heavily used, to see if there are any events that Lawshall could accommodate on their behalf.

John Chappell to look at what can be done with regard to a Christmas event. Wendy Harris to also address this.

VHMC constitution.

POST MEETING NOTES:

3. Chairs: this is what it says on website:

We have conference (padded) chairs for 100 people which should stay in the hall and a further 50 wooden seats which may be taken outside the building or hired for your own use.

For your own larger events or those away from the Hall furniture can be hired:

Tables at £1 each per day (up to 12 large tables and 8 smaller tables) and Wooden Stacking/Folding Chairs at 50p each per day (up to 70)

Please Note: No upholstered chairs or folding tables may be taken outside the Hall.

>>> We need to decide if we are now prepared to hire out folding tables and padded chairs for indoor use only.

8. Printing costs: 36 pages is £207, 32 pages is £200 – which is what we have been charged.

10. Website: this has been updated by Mike Pepper – some revisions are needed. (Jenna)