

SHERFIELD-ON-LODDON VILLAGE HALL MANAGEMENT COMMITTEE
Meeting Held on 6th September 2021 at 8 pm in the Garden Room at the Village Hall

Present: Alan Ball, Bruce Batting, Eleanor Burt, Ivan Gosden, Bruce Jones, Natalie Lerner & Nick Robinson

In attendance: Gilly Woodland

1. **Apologies for Absence:** Apologies for absence had been received from Ian Sellars.
2. **Minutes of the Meeting held on 2nd August 2021 :** The minutes of the meeting held on 2nd August had been circulated and were agreed as a correct record.
3. **Report from Duckwood Marketing**
Gilly provided the following report -
"Marketing - Emailed Emily regarding her offer to write comments and provide photos of her wedding reception at the VH.
Wedding flyers to be delivered tomorrow (7 September).

Fundraising

Four Lanes Trust: Meeting with Anne Blackmore at the VH on Friday 17th September with Ian to discuss the installation of electric charging points, so we can apply for funding.

JustGiving This account has raised £1113.75, £895 donations and £218.75 Gift Aid, to date. Measured from 12 January 2021 to 6 September 2021.

Amazon Smile Amazon has donated £12.79 for purchases between 1 April and 30 June 2021.

Future Fundraising Started work on the fundraising narrative for the rear extension, matching the Business Plan and the Neighbourhood Plan.

Website Statistics

445 people viewed the website, a decrease of 59% compared with July.

There were 1161 page viewings, down by 44%.

People stayed on the pages they view for an average of 1 minute and 41 seconds, an increase of 203%.

69% of visitors were new and 31% were returning (people who have viewed the website before).

Popular pages: Home, Book Here, Activities, Sunday Market, News & Events, Weddings & Ceremonies

4. **Caretaker's Hours:** It was noted that the Furlough Scheme finishes at the end of September so the Caretaker will be back to full time hours with effect from 1st October. It was noted that the Caretaker has recently carried out a lot of very good cleaning work at the Hall.
5. **Happy Faces Contract:** Happy Faces have received the new contract but have not yet responded.
6. **Sherfield Together Again:** It was noted that the event had been successful with many complimentary comments received and a profit made of approximately £1,000 to date.
7. **Plans for Building Project Next Phase;** Amended plans prepared by Leo had been circulated and it was agreed that they were in accordance with the comments made on the previous draft proposals.
8. **Drainage System**
It was noted that there is currently a delay in this matter due to the Mitchell family not being sure who is responsible for signing the document. It was agreed that a deadline of the end of September be set for the matter to be sorted out.
Action: Bruce Batting to email the solicitors acting for the Mitchell family to request that the document be signed by the end of September
9. **Replacement Treasurer**

Bruce Batting has spoken to Sarah Packman who is interested in taking on the role on an honorary basis. It was agreed that consideration should be given to the Treasurer being part of the Management Committee but not having the role of Trustee. It was agreed that a schedule of responsibilities of the Trustees/Management Committee should be drawn up and that members would think this over before the next meeting so that standing orders/policies can be drawn up.
Action: All Trustees to consider the role/responsibilities of Trustees/Management Committee so that a discussion can take place at the next meeting

10. Tidy Up Jobs replace with Schedule of Works

Natalie Larner said that she felt we should have a schedule of works. It was agreed that Natalie will draw up a list which will be reviewed at each meeting and circulated with the agenda so that Trustees can volunteer to take on jobs at the meeting.

Nick Robinson said that he would find out what it would cost to tidy up the outside area to the rear of the Hall.

**Action: Natalie to draw up and circulate with the agenda a schedule of works required to be carried out
Nick to find out what it would cost to tidy up the outside area to the rear of the Hall**

11. **Loddon Valley Link:** Items to be included in the LVL are a report on Sherfield Together Again (& pictures), report on activities back on at the Hall, Remembrance Service.
12. **Forthcoming Events:** Natalie will find out if there would be interest in a Puppet Show this year and also whether there would be interest in a concert and/or cinema/supper evening.
Action: Natalie to find out whether there would be interest in holding a Puppet Show, concert and/or cinema/supper evening
13. **New Kitchen Opening Event;** Gilly will reorganise, possibly for November – Ivan will discuss with Gilly
Action: Ivan to discuss kitchen official opening event with Gilly
14. **Treasurer's Report:** The balance in the Metro bank is currently £49,357 with approximately £3418 in the NatWest account.
15. **Repainting Front of Hall**
Bruce Batting agreed to contact Roger Fuller regarding the repainting of the front of the Hall
Action: Bruce Batting to contact Roger Fuller regarding the repainting of the front of the Hall
16. **Remembrance Sunday**
It was agreed to have reception at the Village Hall after the Remembrance Service this year. Details to be decided at the October meeting.
17. **Date of Next Meeting**
The next meeting will be held on Monday 4th October 2021 at 8 p.m.

List of Actions:

Bruce Batting to email the solicitors acting for the Mitchell family to request that the document be signed by the end of September

All Trustees to consider the role/responsibilities of Trustees/Management Committee so that a discussion can take place at the next meeting

Natalie to draw up and circulate with the agenda a schedule of works required to be carried out

Nick to find out what it would cost to tidy up the outside area to the rear of the Hall

Natalie to find out whether there would be interest in holding a Puppet Show, concert and/or cinema/supper evening

Ivan to discuss kitchen official opening event with Gilly

Bruce Batting to contact Roger Fuller regarding the repainting of the front of the Hall