

SHERFIELD-ON-LODDON VILLAGE HALL MANAGEMENT COMMITTEE

Meeting held on 10th January 2022 at 7.30 pm in the Garden Room at the Village Hall

Present: Alan Ball, Bruce Batting, Eleanor Burt, Ivan Gosden, Natalie Larner, Nick Robinson & Ian Sellars

In attendance: Gilly Woodland & Wendy Gosden

1. Apologies for Absence

Apologies for absence had been received from Bruce Jones.

2. Minutes of the Meeting held on 6th December 2021

The minutes of the meeting held on 6th September had been circulated and were agreed as a correct record.

3. Report from Duckwood Marketing

Gilly's report will be circulated separately.

Action: Gilly to put postponement of Puppet Show on Facebook each week until the date of the original booking

4. Report on New Year Wedding & Future Weddings

Wendy reported that the wedding at New Year went very well. The organisers spent about seven hours setting up rather than two and Ivan and Wendy were not home until 2am ? The caterer was very impressed with the kitchen. There is another wedding confirmed for July with a further two possible bookings for June and September.

5. Heating Issues

Ivan reported that there had been an electrical fault with the heating which has now been resolved. He said that access to the boiler/electrical services is a problem – the hanging baskets need to be moved out of the way ! Nick agreed to move the hanging baskets to the shed. It was agreed that if and when the boiler is replaced then the location of the new boiler needs to be carefully considered.

6. Floor Repair

Ivan reported that the floor has had to be repaired in the area near the original front entrance in the main hall. The report is not quite finished but will be completed as soon as possible.

7. Car Charger Point

Ivan reported that delivery of the car charger is on hold until the grants have been received. The only grant outstanding is from Rhydian Vaughan. Nick agreed to chase Rhydian on Tuesday so that the charge point can be ordered.

Action: Nick to contact Rhydian Vaughan to chase up his grant towards the charge point

8. Discussion on "The Way Forward"

Discussion took place on the plan to move to monthly Management meetings and quarterly Trustee meetings. It was generally agreed that management meetings should deal with fund raising, promotion of the Village Hall, day to day running of the Village Hall and garden maintenance. The Trustee meetings should deal with major works and all financial responsibilities.

Nick said that Stephanie Shaw is interested in joining the management committee. It was agreed that new members should be invited to attend the March meeting and further discussion on the way forward should take place at the February meeting.

It was agreed that Ian would prepare a list of responsibilities for the management committee/trustees ready for the February meeting.

Action: Ian to prepare list of responsibilities for the management/trustee meetings

9. **Wendy's Workload**

Natalie said that she felt that Wendy's workload was unacceptable and if it could be reduced then issues with communication would improve.

It was agreed to meet on Monday 17th January at 7.30 p.m. at the Village Hall to discuss the workings of the hall and instructions for setting up/clearing up before and after bookings.

10. **Treasurer's Role**

Natalie circulated an advertisement she had prepared for the Loddon Valley Link and Ian had contacted the BVA and given them the job specification. It was agreed to put the advertisement in as many social media outlets as possible. Gilly agreed to put the ad on the Sherfield Village People Facebook page and Bramley Community Group. Natalie will also get the ad into the Gazette through Chris Horton.

**Action: Gilly to put ad for treasurer on Sherfield Village People and Bramley Community Group Facebook pages
Natalie to give details of ad for treasurer to Chris Horton for the Gazette**

11. **External Redecoration**

Prices for redecoration of the outside of the Hall will be obtained from Roger Fuller and a builder contact of Ivan's. It was agreed that the redecoration of the outside of the hall should be completed by the Jubilee celebrations.

12. **Hanging Baskets**

Ian agreed to organise the hanging baskets with the Gardening Club so that they are ready for the beginning of May.

Bruce Batting will organise Peter Elliott for grass mowing this year.

**Action: Ian to contact the Gardening Club to organise hanging baskets for this year
Bruce Batting to organise Peter Elliott to carry out grass cutting this year**

13. **Loft Area**

It was agreed to organise a working party to sort out and reorganise the loft.

Action: Reorganisation of the loft to be included as an agenda item to programme a working party

14. **Loddon Valley Link**

Items for the Loddon Valley Link – vacancy for Treasurer & February Village Market & Quiz to be held on 2nd April.

15. **Clock**

Wendy reported that the clock has stopped working. Nick agreed to ask Mike Barnes to have a look at the clock.

Action: Nick to ask Mike Barnes to look at the clock to see why its not working

16. **Financial Report**

Ivan said that details will be circulated separately. The bank balance is approximately £50k across all accounts.

17. **Website**

Alan agreed to prepare a report on the options going forward for the website.

Action: Alan to prepare a report on options for the website

18. **Date of Next Meeting**

The next meetings will be on 17th January to discuss workings of hall & setting up/clearing way procedures
And then 7th February for next monthly management meeting.

List of Actions:

Gilly to put postponement of Puppet Show on facebook each week until the date of the original booking

Nick to contact Rhydian Vaughan to chase up his grant towards the charge point

Ian to prepare list of responsibilities for the management/trustee meetings

Gilly to put ad for treasurer on Sherfield Village People and Bramley Community Group Facebook pages

Natalie to give details of ad for treasurer to Chris Horton for the Gazette

Ian to contact the Gardening Club to organise hanging baskets for this year

Bruce Batting to organise Peter Elliott to carry out grass cutting this year

Reorganisation of the loft to be included as an agenda item to programme a working party

Nick to ask Mike Barnes to look at the clock to see why its not working

Alan to prepare a report on options for the website