

## The Village Hall Management Committee (“VHC”)

### Minutes of Meeting The Village Hall in Maplebeck 3 July 2019

**Present:** ; Julie Grundy (JG); Bob Gardner (BG); Jenny Bladon (JB) (minutes)

This meeting was not quorate so proposals were discussed and agreed and put to the committee for approval/comment by email

		<b>Action</b>
1.	<b>Apologies</b> Derek Sayer (DS) Sarah Wagstaff (SW); Andy Colclough (AC); Mark Wagstaff (MW)	
2.	<b>Minutes of meeting dated 20 May</b> Approved as circulated (by members present and email responses)	
3.	<b>Matters Arising.</b> Gazebo had been purchased and had proved a success at the fete. It was proposed to buy a second one and recommendation sent to absent members. Approval subsequently received and gazebo ordered Additional sets of keys had been purchased for AC and MW/SW. Key register to be set up so that a track can be kept of all sets in the future.	JB  JB
4.	<b>Treasurers Report - Quarter 2</b>  BG presented the treasurers report for quarter 2. Both income and expenditure had been higher during the quarter resulting in a higher than predicted cash balance at the close of the period.  A very successful village fete and rise in hall bookings had contributed to additional income whilst equipment purchases such as the new vacuum cleaner and gazebo resulted in higher expenditure than forecast.	
5.	<b>Recent Events Review</b> The village fete had been a huge success and was enjoyed by all. A breakdown of individual stall takings has been put on the website and is displayed in the bus shelter.	
6	<b>Managing Upcoming Bookings</b>  17 July - Norwell History Society - JB to open and help set up - JG to close.	

	<p>24 July - Cerebus- JG  3 August - Wedding reception - JG  4 August - Childrens party - JB and others hall to be cleaned am 4./8  14 Sept. - Quiz night. - JG/BG to organise questions; JB to org raffle; BG to order food; AC/SW to serve food on night; AC to organise tickets and posters; JB to publicise  28 Sept. - Yoga workshop - BG  31 Dec New Years Eve party - JG  Jan 2020 TBA Burns Night - date to be decided quickly so that ceilidh band can be booked. JB to contact Plough at Caunton to avoid clash of dates.</p> <p>Live and Local events allocated on 14 Nov and 27 Feb.. Price of tickets agreed by DS/BG. DS liaising with organisers.</p>	<p>JB</p> <p>DS</p>
7.	<p><b>Future Events Plan</b></p> <p><b>July</b>  14<sup>th</sup> - Extinction Rebellion meeting  15<sup>th</sup> - Extinction Rebellion meeting  16<sup>th</sup> - Film Night  17<sup>th</sup> - Norwell History Society  24<sup>th</sup> - CEREBUS</p> <p><b>August</b>  3<sup>rd</sup> - Wedding reception</p> <p><b>September</b>  10<sup>th</sup> - Film Night  14<sup>th</sup> - Quiz night  28<sup>th</sup> - half day yoga workshop</p> <p><b>November</b>  14<sup>th</sup> - Live and Local event - Eggs on Legs</p> <p><b>December</b>  31<sup>st</sup> New Years Eve party</p> <p><b>January 2020</b>  TBA Burns Night</p> <p><b>February</b>  27<sup>th</sup> - Live and Local event - The Storm Officer</p>	<p>JG  BG  BG  JB/JG  JG</p> <p>JG</p> <p>BG  All  BG</p> <p>JG</p>

8.	<p><b>Hall Maintenance</b></p> <p>The spring cleaning day will take place on 14 July. From 10am  MW/SW have volunteered to deep clean kitchen separately as they are unable to make the 14<sup>th</sup></p> <p>It was proposed that the inside of the hall be repainted; BG has estimates for the work and funds have been earmarked for this purpose. This issue was emailed to all committee members for comment. Based on responses received it was decided to re-decorate the walls in the hall and lobby only. BG to obtain revised quotes.</p>	BG
9.	<p><b>AOB</b></p> <p>The fire safety orders and procedures book needs updating. JB to update and obtain the required signatures  Welcome packs to be prepared for new people moving into village BG to try and find out names; JB to prepare packs  PC to be invited to next meeting to give an update on hall website.</p>	
10	<p><b>Date of next meeting;</b>  <b>2 September 7.30 in the village hall</b>  Please notify JB immediately if you are unable to attend to ensure the meeting is quorate.</p>	