

NORTH CADBURY VILLAGE HALL MANAGEMENT COMMITTEE

Minutes of the meeting Thursday 11th November 2021

The meeting was held in the village hall. Covid rules of the day were applied.

Present: R Russell (Chair), A Bentley (Treasurer), C Harding, D Loe, J Jennings, B Morris, J Rundle, J Watts (Vice Chair), E Watts (Minutes) A Keys-Toyer

Apologies: E Hall-Say, G Jennings, J Richards, A Cook (Secretary), J Roseveare

Guests: T Gilbert and S Gilbert

General Welcome

1. Previous Minutes

Minutes of Committee Meeting 07.10.21 circulated and signed by Chairperson – R Russell.

2. Matters Arising

- a) The Catash Sign: A brief explanation from Tim and Sue Gilbert on why they felt the Village Hall Committee should keep a sign from The Catash Inn (North Cadbury). The Gilberts have reframed and added hooks to the sign and presented a framed description of the sign's history. The committee agreed that a vote would be made at the next committee meeting when more members could be present. The sign would be left for safe keeping at the hall. The Gilberts left the meeting at 19:45.
- b) Women's Group Representative and Co-options - There are spaces to fill within the group. A representative has not yet been decided. Action - E Watts to review emails regarding bookings and forward to A Bentley.
- c) The Quiz - A smaller turn out than previous years but still successful. The committee thanked Ron for being the quiz master & Jill for the food. £151 profit plus bar £75.33. Thanks to Janet Penson for the donation of the swing seat which raised £50. Raffle to be removed from the next poster design.
- d) The Pantomime - The annual panto has been postponed until 2022. Rehearsals for Canterbury Tales are underway. March 25/26 are the expected show dates.
- e) Keys - The topic of the hall keys and deposit will be added to the next meeting agenda.
- f) Bruce Critchley has asked for equipment storage space. It was decided a small fee will be charged with a review in three months' time. Action - A Bentley will contact Bruce for payment.

3. Treasurers Report

A Bentley had circulated the report and supporting documentation prior to the meeting: there were no questions arising. The Budget has been revised in light of the panto cancellation, the booked Take Art events and the Pancake Evening. The electricity costs to date have been less than budgeted for. The current projection is that we should have a surplus of approximately £8500 above reserve at the end of the financial year. £500 was received from The Newt towards the see-saw. Expenses towards the panto will be rolled on for next time.

4. Bookings Secretary Report

E Watts had circulated the report. The Excalibur Magazine report - December January is a double edition.

5. 200 Club & Coffee Morning

Apologies from J Roseveare. A brief discussion was had regarding the date pencilled in at Christmas. Should we change from the 18th to the 11th? It was decided to leave it on the 18th.
Action - C Harding to ask J Roseveare if homemade mince pies are needed for the December Coffee Morning.

6. Hall

Covid Measures were updated during August 2021, there is nothing to change. Risk Assessments are on display for all to see. These will be reviewed again if there are any changes to the regulations.

7. Health & Safety

Lighting needs addressing. The outside floodlight and three lights in the Reading Room are going to be researched into for the most economical upgrade/replacement and a manual on/off switch. Bulk buys of florescent bulbs or replace with LED tubes if they dim? Switch with the stage lights? Talk with local electricians, Creases. Action – R Russell

A decision has been made to use the £500 from the 'Opening up Safely and Reconnecting Communities Fund for Village Halls' towards' for a Covid deep clean of the hall in January 2022 ready for the new year.

8. The Cottage

Landlord Inspection and Essential Works - R Russell

The stonemason who took photographs of the damaged areas of the cottage has come to a standstill and Rory is harder to pin down for works due to the schedule of his work rota.

The main bedroom carpet requires replacing. Action – J Watts to research and provide quotes.

Smoke Alarms – An inspection is required, and some may need replacing. Action - R Russell.

J Watts has proposed investigating a replacement kitchen before the floor is replaced. He will put together costings and plans to present at a future date.

9. Playing Field.

- a) Water Butt. This will be installed when the area is cleared, and trees planted.
- b) Fence Repair. A working party has cleared the perimeter fence area of brambles and nettles. We need to stop the occupiers of the houses on Cary Road using the field as a dump for garden rubbish. Action – C Harding to speak with neighbours concerned.
- c) Tree Planting. Brian Morris produced a map of the area where the trees will be planted. Payment on delivery - £692.7 plus, stakes, guards, and compost – approx. £150. We need to mark out the tree positions soon. When a date for planting is confirmed, Brian would like to involve the local primary school Head Teacher to obtain children's support to plant and have some publicity.
Brian has arranged with Jamie Montgomery to place a water tank near the trees when planted. Grass maintenance contractor to be informed. Strimmer guards needed around trees.
A working party is needed in the next week or so to dig the wall area of nettles and brambles.

- d) Play Equipment: The two new pieces will be delivered and installed on Monday 15th November at 8.30am. Estimated time to install 2/3 days. Notice to go up closing playground for that time. Notifications will be added to social media platforms. Payment terms, on receipt of invoice following completion - £13,453. Insurance?
We have received £500 from The Newt towards the see saw plus the £500 promised from the PC. We have applied for the balance, £1300, from Clarks Foundation. Their next meeting to consider our request is in December. If turned down, we will apply to others grant funds. It is hoped the see-saw will be installed before Summer 2022.

10. Future Events

- a) Film Nights - Aim to attract more people and get their confidence in group events regained. Combine newsletters with other halls to prevent event clashes. Decide on next film – Action D Loe. Advertise in the Excalibur Magazine and social media platforms – Action J Jennings.
D Loe stated that he no longer wishes to organise the film evenings. He is going to speak with Brett regarding next steps and recommendations.
- b) Take Art - Friday 28th January 2022 – Flats & Sharps and Thursday 24th February 2022 – John Hedgley. The Jennings have kindly provided and organised accommodations. Thank you. £10 per ticket for both events, advertising will include The Excalibur Magazine. There will be fifty printed tickets and forty online (from Take Art) from mid-December. Flyers have been organised and will be distributed accordingly.
- c) Platinum Jubilee - J Watts proposed the idea of joining in with the nation's Big Lunch. J Rundle stated that the Parish council will be in touch to prevent events clashes with the neighbouring communities. A contingency plan may be necessary due to the current ill health of Queen Elizabeth
- d) Pancake Evening - Involve the Brownies as early as possible. C Harding to contact S Dunlop for her catering skills. This can be addressed again in January.
- e) Quiz/Canterbury Tales in March. Postpone the quiz – R Russell to contact Ron at a suitable time. G Jennings may be a stand in. R Russell to hand over previous examples of questions for G Jennings' perusal. Proposed dates 2nd or 9th April 2022

11. AOB – none

Meeting ended 20:55

Next Meeting

January 13th 2022