

Great Easton Village Hall Committee
Minutes of Meeting: Monday 29th March 2010 @ 8pm

Attendees:
Nick Meyer (Chair)
David Gibley
Flick Craven
Alice Murdock
Shirley Connon
Sally Armstrong
Tim Smith
Haylea Smith (Sec)

Apologies:
Judith Lloyd

Minutes Distribution:
Attendees
Apologies

Introduction

- Tim & Haylea Smith were welcomed to the meeting as this was their Nick Meyer (Chair) first committee meeting

Previous Minutes

- All points from the previous minutes (4th January 2010) were agreed bar one:
 - Minutes stated that Shirley had confirmed that Paul would do the catering – Shirley had suggested that Paul be asked to do the catering but he had not yet been asked
 - Date not yet confirmed for the celebratory opening of the refurbished village hall
- Minutes from meeting re dispersed school scheme (26th January 2010):
 - It was agreed that these minutes were an accurate representation of the meeting
 - It was noted that the parish council had been unanimous in their approval of the dispersed school scheme

Concerns Raised by Opera Minima

- Flick read the committee a letter received from Opera Minima regarding the concerns they had following their recent use of the Village Hall
- Flick also read the response that she had sent regarding these concerns
- The committee agreed that the stage can be cleared if advance notice is given of this requirement – it was suggested that it may be a good idea to ask people if they require use of the stage when they book
- The concerns raised regarding the oven were noted – the oven has since been replaced

Dispersed School Scheme

- It was noted that there have been negative rumours regarding the dispersed school scheme
- Those who had been at the meeting on 26th Jan felt that Rob Wakefield had given a good presentation
- It was agreed that a Public Meeting should be held to inform and educate people regarding the scheme and that this meeting should be held before the scheme starts to allay fears

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- Nick proposed this meeting take place in May – date to be agreed at the next meeting.

Action: Nick to co-ordinate the agreement of a date for Public Meeting at May Committee meeting

Village Hall Celebration

- It was noted that Ann will be caretaking the Village Hall while Judith is away
- It was proposed that the Village Hall Celebration take place after Easter and be combined to be a celebration of the Village Hall refurbishment along with a thank you to Ena, Cath, Ann and Margaret
- The celebration is proposed to be a cheese & punch evening
- Friday 14th May and Friday 21st May were proposed as dates for the celebration – Flick will contact Ena, Cath, Ann and Margaret to see which date is best for them and will then contact the parish magazine to arrange for the confirmed date to be published

Action: Flick to confirm date for the celebration, communicate this to the committee and arrange for this to be published in the Parish Magazine

Update: Friday 14th May has now been confirmed for the celebration

Barn Dance

- Village weekend is taking place weekend of 19th June. This will include open gardens, art display in the village hall, musical evening on Sunday evening and Barn Dance on Saturday 19th June
- Raj has kindly offered his barn for the event and it is proposed that the barn be used in conjunction with a marquee – it was agreed that Nick, Flick and David would visit and review the venue

Action: Nick, Flick & David to visit Raj's barn and update committee at next meeting

- It was suggested that Paul may do the catering for the event – Shirley agreed to speak to him about this

Action: Shirley to speak to Paul regarding the catering and update committee at next meeting

- Caller and band need to be booked – Nick agreed to look into details of band etc

Action: Nick to look at bands, callers etc and updated committee at next meeting

- David agreed to organise the drinks for the event
- It was agreed that an advert for the Barn Dance should be published in the May parish council magazine – Flick kindly agreed to do this

Action: Flick to put advert for the Barn Dance in the parish council magazine

- It was agreed that the Barn Dance should be added to the agenda for the next committee meeting

Village Hall Committee Communication

- It was agreed that committee meeting minutes would be emailed out going forward
- Names and email addresses of committee members to be circulated for information

Action: Haylea to circulate names and email addresses of committee members

- It was noted that the Parish Council are encouraging the use of the village website – committee to look at publishing details of forthcoming village hall activities on the site:
www.leicestershirevillages.com/greateaston/
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Hall Charges

- Judith had proposed a 10% increase in hall charges
- Committee felt that a 10% increase would mean that our charges were still competitive with other villages and was fair in light of the refurbishment e.g. Sally pointed out that Caldecott rates are double that of Great Easton although they do have car parking but other facilities are comparable
- It was noted that the Whist Drive currently benefit from a reduced rate for hall usage but have bought some tables for the hall to use
- Shirley suggested that the increase should perhaps be more than 10% as we have not yet had visibility of new utility bills with the new heating etc
- Nick suggested that 10% increase be applied for now then reviewed annually as the rates have not been increased for c. 5 years
- 10% increase (rounded to nearest £) was agreed
- It was agreed that there should be a different level of charge for heavy users who provide a service to the village e.g. Nikki who currently uses the hall 10 hours per week and currently pays the £6.40 regular user rate. Nikki felt that the proposed £7 regular user rate was fair but did query increased rate on a Friday before 6pm
- Committee agreed that the same rate should be applied Monday to Friday before 6pm – this was agreed
- All day weekend occasional rate proposed to be increased to £100 – this was agreed
- It was noted that there were £500 of lettings in March, people are very happy with the refurbished village hall and it is hoped that this will lead to more private bookings
- It was agreed that charges would be reviewed in 6 months

Action: Haylea to add to Village Hall Committee Meeting agenda for 6 months time

- Nick passed a copy of the new charges to Haylea

Action: Haylea to circulate copy of the new charges with the committee meeting minutes

Judith's Wages

- It was agreed by everyone that Judith was providing an excellent service to the village
- It was noted that the caretaker wage had increased from £75 to £85 at last year's AGM
- David proposed that the wage be increased to £90 now then to £100 once the dispersed school scheme begins as this will increase revenue
- It was agreed by the committee that £90 per month should be effective from 1st April, increasing to £100 once the dispersed school scheme starts

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Risk Assessment

- Ena had informed Flick that the last risk assessment was took place in 2007
- Nick queried who does this – David said that he believes there is a template for the completion of risk assessments
- Accident book – it was agreed that this should be kept in the kitchen by the first aid box. Flick is going to see if the current accident book was given to her when she took over as secretary – if she does not have it Sally kindly agreed to arrange one.

Action: Flick to advise if current accident book can be found

Action: Haylea to add risk assessment to the agenda for the next meeting

100 Club

- Flick has taken on the 100 club
- Review will take place to find out how many people would like to pay once per year and to look at how many people are involved – look at inviting Home Close residents to take part, for example.
- Flick is also reviewing whether the prize should be the same every month or whether there should be a Christmas bonus or other similar 'events'

A.O.B

- No A.O.B. Raised

Meeting closed at 8.50pm

Next meeting: Monday 10th May in the Committee Room