

## Meeting of the Great Easton Village Hall Committee Meeting Wednesday 23 May 2018 10.30am

### Present

Tim Smith (Chair)  
Alice Murdock  
Vicki Halliday  
Kay Mitchell  
Louisa Feltham  
Margaret Stamp  
Lorna Bryant

### 1) Welcome and Apologies

Apologies from Sally Armstrong  
Meeting commenced 10.42

### 2) Minutes of the previous meeting

held 29 March 2018 were read and agreed

### 3) Matters Arising

- Fire Risk Assessment - remains outstanding from the H&S Risk Assessment - c/f **Action TS**
- Better visibility of contact details for the VH requested, when calling emergency services. These have been updated and are now more visible
- New tablecloths - **AM/SA** to get material to make the new tablecloths. Agreed red and white gingham.

**Action: AS/SA**-to be completed by 30<sup>th</sup> June 2018

- Suitcases in store cupboard - c/f from previous meetings (Action LF). Cases contain costumes and props from previous productions. VH need storage room therefore the cases require sorting out. This task remains outstanding. The committee set a deadline for 30<sup>th</sup> June 2018. If the cases haven't been sorted by then they will be taken to the tip.  
**Action LF**
- Kitchen steps - purchased. Need hanging in kitchen. Disclaimer needed - **Action TS**
- VH Wall - it was reported the Youth Club have been very active outdoors; a number of children/young people have been observed climbing on and over the wall  
c/f from previous meeting. **Action AM.**  
TS to speak to YC organiser.  
May need to consider signage.

- The sensor light in back corridor was reported to be erratic but Josh has now adjusted this. Drop Test to be completed on other electrics shortly - c/f
- Reduction in Hire Charges for GELT.  
Request to VHC from GELT (LF) for a reduction in Hall hire charges.  
As there was limited time for discussion at the previous meeting, an email was distributed by TS for individual consultation.  
Outcome: Hire charges were adjusted for GELT however if this option is to continue, it needs to be made available to all Hall users, with criteria agreed and offer publicised. Further discussion required.  
**Action c/f to next meeting**
- Fire Door Replacement - ongoing. Waiting for second part.

### **3) Finance/Fund Raising**

Mark Haynes has signed off VH accounts for last financial year

Mark suggested a few changes to the layout - which were helpful - and Mark will go through these with Vicki when time available.

Once this has been completed - Vicki will get a voucher for Mark by way of a Thank You.

Current balance £12,187 - all payments up to date

TS has received an Insurance renewal. £649.22 (an increase of approx. £30). Tim has requested a quote from another broker for comparison.

Fund Raising - nothing planned.

Bookings are healthy.

Tim and Alice are meeting with Mr Oppenheimer - organiser of the Village People.

Maybe a future fund raiser

Action c/f to next meeting for feedback.

Possible fundraisers:

Gospel Choir

Sing a Long Film Night

Singing Day with Tutor

#### **4) Stage Refurb**

Terry (Louisa's contact) has come back with a quote for sound/lighting and stage improvements. Cost approx £4.5K + VAT. Terry has offered to do a demo.

Rocky Road in Corby provided an initial quote for a PA system, LED lights in each corner of the stage + spotlights and cabling  
Total £4300 (?doesn't include VAT)

Mark Howson has also suggested a contact

#### **Action:**

TS to get contact details of other provider from Mark Howson and approach them  
TS to ask Terry to provide a demonstration date and invite Hall users

Black out blinds have also been requested by Club-a-cise, and these would certainly be used by GELT and at Cinema Nights.

**Action: TS to get a quote**

#### **AOB**

- Email from Harborough District Council 20/06/18 6.30pm Delivery of Community Facilities. TS/AM to attend
- Picnic Table from Mark and Diane installed
- Wine fridge on loan from Mark and Diane - can be rented out for other events in the village

Voucher for a meal out to be purchased for Mark and Diane by way of a Thank You for all their support £50

**Action AS**

- Lorna asked for information regarding the VH in Medbourne - rumours of closure and/or refurb  
No-one had any information at present.

Meeting closed at 11.34