

# Minutes of the Great Easton Village Hall Committee Held Wednesday 28<sup>th</sup> November 2018

## 1. Present

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

## Apologies

Sally Armstrong

Meeting started 10.41

## 2. Minutes of the Previous Meeting were read and agreed

### 3. Matters Arising

Drop Test - Tim is waiting for Josh (electrician) to catch up on checking/repairing minor electrics **Action TS**

Tim informed the meeting of a recent party booking that left the Hall in a poor state, causing damage, disrespecting the T&Cs and creating noise levels that breached the agreed curfew time.

Tim has written to the customer informing them they will not be getting their deposit returned.

The Hirers are part of a wider group from Corby who regularly use the Hall for parties.

Vikki to provide details of the income received from the Corby community bookings, to compare the income we receive from these bookings with the cost of clear-up. **Action VH**

This will help with any future decisions on hiring the Hall to this Group.

These bookings create a lot of additional work for Sally to clean up. It was agreed to pay Sally additional hours

Tim to write to Corby Group who have hired the Hall for a New Year party, to re-iterate the T&Cs **Action TS**

Louisa raised concerns for the safety of GELT props, that might get damaged during the New Year party hire. Nothing in T&Cs to cover this.

#### **4. Finance and Fund Raising**

Vikki reported that all invoices are paid to date  
£13,068.00 Current account

Mark Haynes has suggested that Deposits are shown separate  
He and Vikki have been working hard on signing off accounts 2016-2017  
Agreed a £50 voucher for Laithwaites (wine) to Mark as a thank you

#### **Action VH**

The meeting also acknowledged Vikki's contribution towards managing the  
VHC Accounts

There are no Fund Raising events planned - we may consider again in the  
New Year once the new lighting and sound system are installed

#### **5. Charging for GELT**

Louisa produced a list of dates the Hall is available for Pantomime rehearsal  
dates during December and January.

Louisa would like GELT to have a similar arrangement as last year, where  
the VH offer 50% discount on published hire rates and then take a 10% from  
ticket sales.

This year there will be more shows than previously. It is unclear whether  
this arrangement considers energy costs which increase during winter  
months

The arrangement was agreed in principle.

Louisa to forward the dates to Tim, who will circulate for  
comments/questions **Action LF/TS**

Need to include this arrangement GELT are accessing in the T&Cs so that  
other Hall users can negotiate a similar deal. **Action TS**

#### **6. Stage Refurbishment**

Tim has now received a response from Terry and his company with a new  
figure for the Refurbishment that includes additional adjustments

Total £5680.00 + VAT

It was felt this figure was acceptable, providing the PC pay the VAT.

Structural alterations i.e. boxing in above the stage are to be left until after  
the installation

There was discussion regarding GELT making a contribution towards lighting  
however as there are a lot of Hall users who are likely to use light and  
sound, it was agreed that the VHC will pay the full cost. Further discussion  
regarding the option of 'stage tax' is c/f to the next meeting or an  
extraordinary meeting.

## **7. Parish Office**

The Diocese is potentially undergoing reorganisation and this may affect Six Saints. Arrangements are vague at present but it is unclear whether the Church will continue hiring the Parish Office. The Parish Office is on a 3 month charging notice.

Tim sent an email to members for comments.

The Parish currently pay for WiFi and all a variety of furnishings.

Only GELT and Mark Howson use the Parish Office during performances so in future it could be under-used.

It was agreed that a rolling month on month contract for 12 months would be offered + one month notice. Review in 12 months **Action TS**

It was agreed the Hall will need to continue with Broadband.

## **8. Party Package**

Tim has been contacted by an organisation called the Vino Van, who are offering to use Gt Easton VH as a venue in their publicity when hiring the Van for local events.

Tim will contact the organiser and ask for more info c/f to next meeting.  
**Action TS**

## **9. AOB**

Remembrance Sunday went well. Tim recommended that in the future the VH will provide Tea and Coffee following the service at the War Memorial. This was agreed.

Christmas Decorations to be put up - Friday 30th November 3pm-in readiness for the Christmas Coffee Party

Louisa enquired whether a mobile home could be left on the back lawn outside the Hall to store props etc, or children, during the forthcoming Panto. This may be difficult to put in place and it might be easier to erect a tent for storage. However this wouldn't provide security.

Lorna commented on how long it takes to heat up the VH in colder weather. During some recent events the radiators were cold and took time to heat up. The system is serviced annually and is therefore working. The best option is for the key holder to open early and put the thermostat up.

Alice reported the swing is loose at top. She has asked MPT to visit to see if it can be fixed or condemned

100 monies - all in apart from the Uppalls. Agreed we would keep them in for this year and if they win the monthly draw, we will keep the winnings to offset their fee.

Meeting ended 12.30

Future meetings 2019 - take place fourth Wednesday every other month at 10.30am

Jan 23rd

AGM March 27th

May 22nd

July 24th

Sept 25th

Nov 27th

Jan 22nd 2020