

Minutes of the Great Easton Village Hall Committee Held Wednesday 27th May 2020 at 11.00am via Zoom (Virtual)

Present:

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

Apologies:

Sally Armstrong

Meeting started 11.07am

Minutes and Matters Arising

Minutes of the last meeting held on 22 January 2020 were read and agreed.

Matters Arising:

- Terry has still not repaired the lighting desk. The Hall is using one lent to us.
Louisa is also chasing Terry for scenery and other equipment - **c/f**
- Roadside Advertising Boards - pending - **c/f**
- Proposal for a Display Board to be located under the large Notice Board outside the shop. This will reduce the number of A Frames the shop has to manage
Alice has gained consent from Parish Council
Action AM to speak to Di and Mark at the shop
AM to source a usable, secure and weatherproof board
- Regarding painting the black back drop, the last 12” has now been completed
- Stage refurb - blue paint has been purchased for the main back drop. Waiting to be painted **c/f**.
- Parish Office Bolt - damaged during Youth Club incident - will need replacing. **c/f**
- Kitchen corner tap - **TS c/f**
- Tablecloths - 5 of the new red gingham tablecloths have disappeared. Despite plea on the Neighbourhood Network these have not been returned. Further investigations completed and it seems they have disappeared.
Action AM to buy more gingham and make another 5 tablecloths.
- Short Mat Bowls - AM has costed these at around £1200 to buy a set.
AM still making enquiries regarding feasibility c/f
- Following the Youth Club incident in January there has been no further communication. Matter closed.

Finance/Fund Raising

AM sent a letter of thanks to the Maud Elkington Trust for the grant towards crockery

Nothing booked for future VH Fund Raising or events, due to current Covid-19 restrictions

Vikki has established that finances are secure at the moment and we can meet our outgoing from within current funds.

HSBC: £18,261.03 Petty Cash: £1322.00

Bank balance is healthy - all rent paid up to date

The VH has been awarded a 10K grant/rent and rate rebate from HDC to cover finances over the lockdown period.

Vikki raised the renewal of the Music Licence is due and this will cost £402.98. This is for using pre-recorded music, not live events. It was agreed that because there are no future events in the diary we will put this on hold.

Action: Vikki to forward paperwork to TS. TS to follow up to see if we can defer payment.

Toilet Refurb

Plan is to make three larger toilets from the existing space, with new radiators, tiling and flooring. One quote has been secured, awaiting another quote.

Given the Hall isn't being used for the foreseeable future this is an ideal time to get the refurbishment underway.

Action TS/AM

AOB

Alice advised that some of the Youth Club sports equipment in the under-stage storage has been damaged by mice. This is no longer usable therefore Alice will remove.

Parish Office: Alice notified the meeting that as this room is not being used, the Parish Council are considering using the room to house the Village Archive. Boxes of archive material is being stored around the village in various places and it needs to be in one secure location. Storage solutions will need to be sourced.

Louisa raised concerns that GELT use the room as a dressing room and storage area during performances. Other performers use the space similarly. As this is already a restricted space, storage might be an obstruction. Louisa pointed out that having funded the refurbishment of the stage, the space is intrinsic to performances.

Kay suggested that first step would be to get an idea of the volume of archive material, so we have an idea about the size of storage required. There may be storage that is streamline that can incorporate a desk and chairs. Also, the archive system needs modernising and Kay suggested whether an archivist student might be interested a short-term work placement to assist with this, before storage is installed. Tim pointed out the Village Hall Committee will not be responsible for

the material in storage. The Parish Council may be willing to contribute to costs for building storage

Action: Alice to start discussions with the PC and the History Society c/f.

Meeting ended 11.45am Next meeting: Wednesday 22 July 10.30 am (TBC)