

WING VILLAGE HALL MANAGEMENT COMMITTEE MEETING
MONDAY SEPTEMBER 4TH 2017

Circulation SC, KB, SOB, RT, MR, BS, NK, JO, RK, JB, PB, POB

1. **PRESENT:** SO, WN, NK, JB, PB, RT, RK, JO, MR, SOB, BS

2. **APOLOGIES:**

K S

3. **APPROVAL OF MINUTES OF MEETING HELD ON JUNE 22ND 2017**

An amendment was made to these minutes to register that the meeting was not quorate with only one member of the Parish Council present. It was agreed that the meeting should continue. The minutes were duly signed and approved.

4. **MATTERS ARISING.**

S C distributed a Draft Document outlining the use of the Hall for the period 2016/17. And requesting that, based the data collected, a plan would be discussed to determine the forward planning to 2022. It was decided that a special meeting would be arranged once the committee had had a chance to consider options.

In the meantime the following members were asked to supply the following data:

RK. History

JO. Finance

SOB. Bookings

Mick Rodgers had produced a draft document suggesting a way forward by appointing a Facilities Management Consultant / Surveyor to assist. The committee asked him to progress this to determine some idea of cost.

It was decided that other villages be consulted on the possibility of combining activities and events.

S O B agreed to look into this.

Sunday teas:

It was reported that Sunday teas has raised approximately £600 this year. It was felt that the response has been disappointing and that improved marketing is needed if they are to continue. It was noted that other villages were now offering teas so the competition was now greater.

SOB agreed to contact other villages to discuss a way forward.

JO. Agreed to instigate a communications list to include other villages.

Thanks was given to all the helpers.

5. **100 CLUB.**

RT reported that the membership was looking good and that a top prize of £100 be given for the Christmas draw.

6. **HEALTH AND SAFETY.**

N K Reported that following an inspection 12 points were deemed in need of attention. Most points have already been attended to.

The main concerns were the wall in the car park and the showers.

PB has the wall repair in hand.

It was agreed that the showers be disconnected as they were no longer in use.

SC to contact a plumber to undertake this work.

A full report is attached to these minutes.

7. **HALL MANAGERS REPORT.**

Report attached to theses minutes

8. **GOOD NEIGHBOUR SCHEME:**

Sally agreed to have the contact phone for the next month while Joanne was away.

It was agreed that in future it be rotated around the committee.

It was noted that the D B S forms be updated.

Sally mentioned that Joanne is organizing an event on Thursday and any help would be appreciated.

9. **FUTURE EVENTS**

After some discussion it was reported that several events were planned by the village
I.e. PCC quiz, Theatre evening and the Harvest Lunch

It was decided that a Christmas social evening be arranged for Friday December 1st to coincide with the switching on of the Christmas lights.

MR agreed to organize the Seniors Christmas Lunch for Sunday 10th December.

10. **TREASURERS REPORT.**

J O Reported that he has had problems with the mandate form but hoped that this will be solved very soon.

Income from 1st April: £7,808.26

Expenditure £6,129.

A full report is attached to these minutes.

11. **TRUSTEES REPORT.**

The trustees present: Brian Spooner and Wendy Newsham had nothing to report.

12. **AOB.**

It was reported that the organizers of the local food bank found it more effective for cash donations to the scheme rather than food as storage was costly. It was suggested that a "giving tree" be put in the village hall for donations.

DATE OF THE NEXT MEETING. MONDAY 2ND OCTOBER 2017 AT 7.00