



Minutes of Meeting Held on 16th August 2023

Present:

Committee

Brian Godfrey – Chairman
 Carolyn Frostwick – Treasurer
 Chloe Shuttlewood – Secretary
 Jenny Sandars – Bookings Clerk
 Lynn Easton – Medbourne Parish Council

Members of the Public

Meriel Godfrey, Tom Price, Sandy Farley, Nick Farley

			Action
1		Apologies for Absence: Rebekah Budenberg	
2		Minutes of Previous Meeting The Minutes of the meeting held on 21 st June 2023 were approved and signed by the Chairman.	
3		Matters arising from the Minutes	
	3.1	There were no matters arising from the Minutes.	
4		Chairman's Report (including governance issues)	
	4.1	A busy summer, with the cast iron window restoration project having been completed for eight south-facing windows in the main hall and the one on the north-facing elevation; after the subsequent deep clean, a wedding was held in the hall and grounds, followed by the installation of the replacement secondary glazing. Both projects being heavily funded through Grants awarded and donations from individuals.	
	4.2	The Doctors are yet to confirm the date of their return.	
	4.3	Monday Teas had to be diverted to the Church while the restoration work to the windows was carried out.	
	4.4	The replacement of the boiler is due to take place during October half term, and will hopefully be complete within two weeks. The work to the kitchen has been pencilled in for Easter 2024.	
	4.5	Recruitment of new Committee members – BG is going to send a message out to the village (via notice boards, the Parish magazine,	

		and David Tuffs' email newsletter) to ask whether anyone (especially newcomers to the village) would be happy to get involved in joining the Committee.	BG
5		<p>Treasurer's Report (including Restoration Fund/Appeal)</p> <p>The Village Hall currently has a surplus of £1,031.</p> <p>Restoration Fund</p> <p>The Village Hall has been awarded £20,000 from the Garfield Weston Foundation. This means that we are very close to having all the funds in place to cover the windows, secondary glazing, boiler/heating project and the kitchen refurb, but a shortfall may be hopefully be covered by further grants. It is also important to have contingency funds, in case extra work is required during the installation of the new boiler and/or the work to the kitchen.</p>	
6		<p>Caretaking/Maintenance/Defibrillator</p> <p>Many thanks to Katie Edwards for her help in protecting the curtains with special polythene tubing during the renovation work to the windows.</p> <p>There is some paint left over from the work to the windows; this could be used to re-paint the internal cast iron window (between the small hall and main hall) in future.</p> <p>The problematic tree (to the left of the field gate and overlooking the Nevill car park) has now been made safe by the tree surgeon.</p> <p>Weddings – MG suggested that it needs to be made clear how many admin hours people hiring the Hall for weddings would be entitled to, as otherwise this can really add up (being shown around the Hall, asking questions, etc). BG had already spoken with CF regarding this and the wedding form amended to show that a maximum of two visits would be allowed, after which additional charges would apply.</p> <p>The heating came on by error after the power cut last week. Luckily, MG came to the Hall and was able to turn it off. Given that the hall has not been in use much over the summer months, it may otherwise have been several days before it was discovered that the heating was on with the consequential unnecessary costs of wasted energy. This type of issue will hopefully not occur once the new boiler and heating controls are fitted.</p> <p>MG will tidy the notice board outside the VH.</p> <p>MG has done a lot of gardening at the VH, and is going to replace the planters (donated by the Squirrels Scout group on the occasion of the Coronation) at the front entrance with perennials, grasses and ferns so that these would look good all</p>	<p>MG</p> <p>MG</p> <p>MG</p>

	<p>year round.</p> <p>One of the green bins (for garden waste) is broken. CF will contact the Council, who will likely replace it.</p> <p>MG has checked and cleaned up the defibrillator.</p> <p>An advert will go out to advertise the paid position of covering for MG when she is absent.</p>	<p>CF</p> <p>BG</p>
7	<p>Bookings</p> <p>The wedding which took place this month was a great success, and the Committee received excellent feedback from the hirers.</p> <p>October has been blocked out on the bookings calendar for the work to the boiler. The regular users of the Hall will need to be told about this.</p>	JS/MG
8	<p>Forthcoming Events</p> <p>The Committee is very happy with the restoration work which has been done to the windows. BG suggested holding an event to showcase them. This will take place on Sunday 3rd September, 5-7pm. MG has created the advert, which has now gone out to the village email and Whatsapp list. CF will buy the drinks.</p>	MG, CF
9	<p>Any Other Business</p> <p>Afternoon teas – RB gave an update by email to say that she has banked £537 up to June 2023, and there is a good attendance (up to 20 people attending). She is currently filling the volunteer rota for September to December. Several teas had to be held in the Church due to the renovation work at the Village Hall. Many thanks to Margaret Tuffs, Churchwarden, for her help in making this possible.</p>	
10	<p>Public Question Time</p> <p>None.</p>	
11	<p>Date of Next Meeting</p> <p>The next meeting will be at 7pm on 20th September. LE will be away.</p>	

There being no further business the meeting closed at 20:25.