



## Minutes of Meeting Held on 18<sup>th</sup> October 2023

Present:

### Committee

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

### Members of the Public

Meriel Godfrey, Tom Price, Ann Price, Ian Everitt

			<b>Action</b>
<b>1</b>		Apologies for Absence: None.	
<b>2</b>		<b>Minutes of Previous Meeting</b> The Minutes of the meeting held on 20 <sup>th</sup> September 2023 were approved and signed by the Chairman.	
<b>3</b>		<b>Matters arising from the Minutes</b>	
	<b>3.1</b>	There were no matters arising from the Minutes.	
<b>4</b>		<b>Chairman’s Report (including governance issues)</b>	
	<b>4.1</b>	The South Leicestershire Medical Group started their weekly (Monday) nurse-led outreach clinic on 25 <sup>th</sup> September. This is going very well so far.	
	<b>4.2</b>	The replacement of the boiler and heating/hot water system started on 13 <sup>th</sup> October. Great progress has already been made, and the Committee members were encouraged to have a look at the work in progress after the meeting. The new boiler should be up and running and commissioned by 30 <sup>th</sup> October. Scouts had previously notified us via Ian Everitt that they would not be re-commencing until 2 <sup>nd</sup> November. However, it was clear from discussion at the meeting that not all scouting group sessions had been taken into account, so there might be an issue if Cubs were to come back to use the Hall on 30 <sup>th</sup> October, before the work is complete and hand over has taken place. Ian would be advised in due course whether it would be possible to meet at the Village Hall or not on 30 <sup>th</sup> . He will raise the issue with Debbie	<b>BG</b>

		<p>Billington.</p> <p>There will be some decorating/joinery/touching-up needed once the work is complete, such as repairing damage to the panelling where one of the old radiators was. Pipework could be painted or boxed in or a combination, dependent on the area. Quotes to be obtained and costs will be confirmed to CF.</p> <p>CF confirmed that the VH is insured during the boiler replacement work without additional premium. The annual insurance renewal was due in October and had already been arranged.</p> <p>Training will be needed regarding how to operate the temperature controls via the zone thermostats and remotely using a mobile app – TBC. There will be three zones: (1) Main Hall and Main entrance; (2) Small Hall; (3) Medical area. The toilet block will come on whenever any of the other zones are on.</p>	
	<b>4.3</b>	<p>Recruitment of new Committee members – despite BG’s best efforts to encourage new members to join, nobody has come forward yet. Only one individual has come forward to volunteer as a result of recent publicity. There is the possibility that we could share a Treasurer with Great Easton Village Hall, who are also struggling to recruit for this position.</p>	<b>BG/CF</b>
<b>5</b>		<p><b>Treasurer’s Report (including Restoration Fund/Appeal)</b></p> <p>The accounts currently show a deficit of £1,112 due to some large expenses over the last couple of months; e.g. necessary work on trees and the insurance renewal came to over £1,300 in total. However, invoices are due for the Medical Practice, Preschool and Scouts, which will clear the deficit once paid. Parish Council and WI payments are also due.</p> <p><b>Restoration Fund</b></p> <p>The grant of £10,000 from the Pilgrim Trust for the windows was received and the invoices for the window project and secondary glazing have all been paid.</p> <p>The Hobson Trust confirmed that we will still receive the grant for the heating system despite the changes to specifications that have been made. This has to be called in by the end of November; once the invoice for the heating is received the funds will be released.</p> <p>Having completed the window restoration and the heating replacement, the major outstanding project is to replace the kitchen. We are very close to having full funding for the new kitchen as long as there are no unforeseen additional costs arising from the heating work; we should be able to cover any shortfall from our existing reserves. It is intended that work to the kitchen</p>	

		will be done in the summer holidays in 2024 so we will have time to raise additional funds. Whilst the working party has concentrated efforts to fund work on all aspects of the kitchen reconfiguration including fixtures and fittings, we will also need to decide whether to replace items of equipment appliances: crockery, cutlery etc.	
<b>6</b>		<p><b>Caretaking/Maintenance/Defibrillator</b></p> <p>MG is expecting a quote for removing the rotten tree.</p> <p>There is an on-going issue with finding dog waste within the VH grounds: MG is going to buy and put up a sign to go on the field gate to warn dog owners that dogs are not permitted in the VH grounds, after a couple of recent incidents of dogs being seen by a Scout leader within the grounds.</p> <p>The ICP cleaning rota has been suspended during the work to the boiler.</p> <p>MG descaled the water boiler.</p> <p>One of the four LED light fittings in the small hall in not working; MG is to investigate the problem and call the electrician if necessary. The unit may need to be replaced as it is several years old.</p> <p>MG was contacted with a flyer through the post regarding the TV Licence Fee, which the Village Hall does not need. She tried to call them to explain this, but there was no option on the response questionnaire to declare that we are a Village Hall; there being no TV and therefore a licence is not necessary.</p> <p>The defibrillator now has a cloth and razor inside as advised.</p> <p>Many thanks to Jenny for looking after the VH while BG and MG were away.</p>	<p><b>MG</b></p> <p><b>MG</b></p>
<b>7</b>		<p><b>Bookings</b></p> <p>It has been a fairly quiet time for bookings while the boiler work is taking place.</p>	
<b>8</b>		<p><b>Forthcoming Events</b></p> <p>In June 2024, the village will be holding special celebrations for the D-Day Anniversary. We will hopefully be able to hold an event in the Village Hall afterwards.</p> <p>BG also discussed the idea of hosting teas in the VH after Remembrance Sunday next month.</p>	

<b>9</b>		<p><b>Any Other Business</b></p> <p>Tom Price advised the Committee that there will be major tree work taking place next door to the Village Hall, at number 10. This will start on 31<sup>st</sup> October and may last two or three days. There will possibly be some noise disruption during the day. TP to liaise with pre-school about this.</p>	<b>TP</b>
<b>10</b>		<p><b>Public Question Time</b></p> <p>None.</p>	
<b>11</b>		<p><b>Date of Next Meeting</b></p> <p>15<sup>th</sup> November at 7pm.</p>	

There being no further business the meeting closed at 20:10.