



Minutes of Meeting Held on 20 March 2024

Present:

Committee

Brian Godfrey (BG)– Chairman
 Carolyn Frostwick (CF)– Treasurer
 Jenny Sanders (JS)– Bookings Clerk
 Lynn Easton (LE) – Medbourne Parish Council

In attendance

Meriel Godfrey (MG) Caretaker
 Ian Everitt (IE) Scouts Representative

Members of the Public

Tom Price and Ann Price

			Action
1		Apologies for Absence: Chloe Shuttlewood	
2		Minutes of Previous Meeting The Minutes of the Meeting held on 21 st February 2024 were approved and signed by the Chairman.	
3		Matters arising from the Minutes	
	3.1	The cable for the cooker has been replaced and a second cable added in anticipation of the installation of the commercial dishwasher as part of the kitchen replacement hopefully starting in July 2024. It was found that the cable could be passed through the roof space and avoid surface mounting or trunking. As a result the fee charged was reduced	
	3.2	A new large screen has been installed by the scouts and has already been used successfully. The Committee would like to thank the scouts for funding the screen and to Debbie Billington who installed the screen assisted BG and MG.	
	3.3	The cleaning bill was reduced as there were fewer visits in February. There will also be a reduced cleaning programme over the Easter holiday as the Hall is not in use.	
	3.4	BG is considering an application to the Lottery Community Fund for additional double glazing in windows not yet covered. CF is to check for login details and advise BG.	CF
	3.5	The PC filing cabinet has been reinstated in the small hall but mounted on a timber sheet to protect the newly sanded floor. The Committee would like to thank Ian Clarke for supplying the necessary timber.	

<p>4</p>	<p>4.1</p> <p>4.2</p> <p>4.3</p>	<p>Chairman’s Report (including governance issues)</p> <p>BG advised that this is Village Halls Week – an initiative supported by the Rural Community Council (RCC). The initiative is to promote the green credentials of Village Halls. RCC supplied some advertising materials and a poster is displayed in the small Hall to illustrate how Medbourne Village Hall is meeting the objectives as far as possible. Feedback has been requested and received and suggestions will be considered. The RCC has published an 81 page document on the subject of green efficiency which is available online via their website.</p> <p>BG expressed concern at the lack of volunteers coming forward from the Village – not just in relation to the Village Hall. He suggested that a joint meeting be held with the Parish Council and other interested parties in order to find an approach to encourage volunteers to come forward.</p> <p>There has recently been some damage caused to the suspended ceiling and BG suggested that increasing the level of spending on maintenance issues should be considered. CF advised that funding essential maintenance could not be avoided but thought it prudent to wait until the kitchen project is complete to assess the level of reserves held for the future. Consideration could be given to applying for grants to assist with smaller projects.</p>	
<p>5</p>		<p>Treasurer’s Report (including Restoration Fund/Appeal)</p> <p>Cf reported that the accounts currently show a surplus of £1,845. With only two weeks left in the financial year we should end the year with a surplus despite some utility bills being due. Final accounts will be circulated after the year end and presented at the AGM in May.</p> <p>It was agreed between the Committee members that our caretaker was over due an increase in her hourly rate. Having considered the matter it was agreed that the hourly rate should increase to £12.50 per hour with effect from 1st January 2024. (BG was not included in the discussions/decision process due to the obvious conflict of interest.)</p> <p>Restoration Fund</p> <p>There has been no movement in the Restoration Fund. Plans are proceeding for the kitchen replacement in July.</p>	
<p>6</p>	<p>6.1</p>	<p>Caretaking/Maintenance/Defibrillator</p> <p>Following the repair of the cable to the cooker it has been found that the top oven on the cooker is still not working. It was agreed that as the hob and the main oven are still working a replacement cooker could wait until the kitchen is refurbished in July.</p>	

	<p>6.2 A complaint about the noise had been received in connection with the Scouts' sleepovers that had taken place recently. The matter has been resolved to the satisfaction of the complainant.</p> <p>6.3 In the absence of bookings, the cleaning schedule has been rearranged over the Easter break.</p> <p>6.4 One of the ceiling tiles has been displaced recently. MG is arranging for her son who has a scaffold tower to see if he can reach and reinstate the tile.</p> <p>6.5 MG confirmed that the defibrillator has been checked and is working.</p>	
7	<p>7.1 Bookings JS advised that the cycle club has booked the Hall for Sunday 24th March. There are bookings for birthday parties in April and June and an enquiry for a wedding in October.</p>	
8	<p>8.1 Forthcoming Events Scouts have contacted the Committee with a proposal to hold a Village pet show. This is to be an event to raise funds for a Jamboree in Switzerland. A tentative date of 29 July has been proposed although the work on the kitchen should be underway at that time. Although the kitchen area could be cordoned off for the refurbishment work, space will be taken up in the Hall for the storage of the existing kitchen equipment. The matter was discussed with concerns raised over parking, hygiene and noise. The Committee were supportive of the proposal but felt that the Sports Club may be a more suitable venue as it offers more space and parking. IE is to attend the Sports Club AGM to discuss the matter further.</p> <p>8.2 The Murder Mystery Evening is fully booked with several on a reserve list the total capacity being 40.</p> <p>8.3 The Hall has been booked for the Village Open Gardens event on 23 June 2024.</p> <p>8.4 The Village Hall is not arranging a specific event for the D-Day anniversary. Scouts will be an event to commemorate anniversary the in the Hall.</p>	
9	<p>9.1 Any Other Business Monday Teas continue with an average of 18 attendees. The current rota finishes at the end of April and more volunteers would be welcome. Since the Teas recommenced in 2021 post lockdowns over £1,000 has been banked.</p> <p>9.2 BG and MG will be away from 8 – 18 April and 4 – 9 May.</p>	

10		<p>Public Question Time No questions were raised. TP supported the proposal for a joint PC and Village Hall meeting to consider how to attract volunteers .</p>	
11	<p>11.1</p> <p>11.2</p>	<p>Date of Next Meeting The next meeting will be on 17 April 2024 if required. With BG and MG away it may be that business is postponed until the May meeting. A meeting to discuss final plans for the Murder Mystery evening could be arranged. CF happy to Chair if required.</p> <p>The May meeting will be held on 15 May and will be preceded by the AGM.</p>	

There being no further business the meeting closed at 20:45.