



Minutes of Meeting Held on 18th September 2024

Present:

Committee

Brian Godfrey – Chairman
 Carolyn Frostwick – Treasurer
 Chloe Shuttlewood – Secretary
 Jenny Sandars – Bookings Clerk
 Lyn Easton – Medbourne Parish Council (until 19.30)
 Fiona Smith

In attendance

Meriel Godfrey, Caretaker

Members of the public

Anne Price, Tom Price

			Action
1		Apologies for Absence: N/A	
2		Minutes of Previous Meeting The Minutes of the meeting held on 21 st August were approved and signed by the Chairman.	
3		Matters arising from the Minutes	
	3.1	Fiona Smith requested to join the Committee, which was formally approved. Welcome to the Committee, Fiona!	
	3.2	The Parish Council was thanked for the Community Grant given to the Village Hall towards the kitchen refurbishment.	
	3.3	LE queried whether the cost of mowing the lawn could be offset by the cost of the Parish Council hiring the hall. Otherwise, the cost of mowing the lawn could be shared. BG and CF will consider which option is best and let LE know.	BG/CF/LE
	3.4	The weeding of the area around the Scouts' shed did not take place.	
	3.5	Many thanks to the Parish Council, who are paying for the Village Hall notice board to be refurbished. This is currently being worked on.	
	3.6	The portrait of the King has not yet been received.	
4		Chairman's Report (including governance issues)	
	4.1	The refurbished kitchen is now fully functional, and feedback has been very positive so far. There are still some snagging jobs to be	

		taken care of, including the water meter not working (currently waiting for Severn Trent to investigate). The Village Hall Committee are obliged to organise an event to showcase the new work – inviting the local MP – as part of terms & conditions of grants received for the work. Hopefully, an event may be organised to celebrate other refurbishments in the village as well (packhorse bridge, ford, new footpath at the sports field...). LE will discuss with the Parish Council, and check whether the MP is available to attend.	LE
	4.2	The Committee agreed that the architect who has worked on the Village Hall kitchen project should be thanked and acknowledged for her hard work, time and commitment.	
	4.3	BG will obtain an updated quote for refurbishing the three sash windows in the small hall. The window sills are rotten and remedial work is needed as previously discussed; the addition of secondary glazing will make the small hall more efficient to heat and once external repairs have been carried out, subject to the requote, then a grant could be applied for to cover the secondary glazing.	BG
5		<p>Treasurer's Report (including Restoration Fund/Appeal)</p> <p>We are half way through the current financial year and the accounts currently show a surplus of £5,555.00. Following on from last month's report regarding the credit note received from Water Plus, an invoice has subsequently been received which has reinstated all the previous charges.</p> <p>A copy of the Accounts has been circulated.</p> <p>Restoration Fund</p> <p>The kitchen has been completed and paid for, subject to withholding a £1,000 (+VAT) retention whilst various snagging issues are addressed.</p>	
6		<p>Caretaking/Maintenance/Defibrillator</p> <p>All of the kitchen equipment has been sorted, and items no longer needed are ready to be taken to the charity shop.</p> <p>The old fridge/freezer will be sold.</p> <p>The annual boiler service will be booked for end October.</p> <p>The fire alarms have been checked and are working well.</p> <p>The automatic light outside the main entrance is not working. MG will check/investigate and contact Alden's to repair/replace.</p> <p>Paediatric pads for the defibrillator have finally arrived and have been installed.</p>	<p>MG</p> <p>MG</p>

		Concern was raised about users of the hall potentially using the top of the induction cooker as a work surface, which may get damaged. MG will see whether a protective cover could be put on top.	MG
7		Bookings It has been a quiet month for bookings.	
8		Forthcoming Events We could possibly hold a 'meet the neighbours'-style event – this depends on whether the celebration event previously referred to will take place. Race Night – potentially next year.	
9		Any Other Business BG was able to sell (via eBay) the redundant unvented hot water cylinder (which was replaced when the new boiler was installed) for £50. CS will circulate a list of contact details to all committee members. The Venues 4 Hire website needs to be updated in light of the new kitchen being finished. Another Harborough Lotto advert is to be created for the Parish magazine.	CS CS CS
10		Public Question Time None.	
11		Date of Next Meeting 16 th October at 7pm.	

There being no further business the meeting closed at 20:15.