



Minutes of Meeting Held on 18th December 2024

Present:

Committee

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

In attendance

Meriel Godfrey, Caretaker

			Action
1		Apologies for Absence: Tom Price, Ann Price	
2		Minutes of Previous Meeting The Minutes of the meeting held on 20 th November were approved and signed by the Chairman.	
3		Matters arising from the Minutes	
	3.1	Lawn mowing – LE is waiting to hear back from ABC Gardens.	LE
	3.2	Parking issue at the Nevill Arms – as previously agreed, LE and BG have further considered the possible implications and their impact. The lease for Village Hall is with the Medbourne Free School Charity, so these concerns have been shared with the Trustees and a response is awaited.	
	3.3	Leicestershire Health Inequalities team visited the Village Hall in November, attending the Monday teas but without the appropriate invite being in place. As this was out with the correct procedure, BG has been in touch with their team leader to suggest future communication should be directly with the Committee, so that people attending the teas can be better informed in advance as to the reasons for their visit.	
4		Chairman’s Report (including governance issues)	
	4.1	Representing the Village Hall, MG and BG attended the Medbourne Winter Ball held at Rural Relaxing on November 30 th . The evening was very successful and has raised money for four village charities and key facilities (Medbourne Educational Foundation, Pre-School, Sports Club and Village Hall). The Committee is very grateful to be one of the recipients of circa	

		£1,000 from the event.	
	4.2	The Rural Community Council visited the Village Hall and BG was presented with a plaque by Martin Traynor OBE, Chair of Trustees, on behalf of HM Government to show that £12K of Platinum Jubilee funds were granted towards the recent refurbishment work on the heating scheme and the kitchen upgrade. The plaque has now been put up on the wall underneath the portrait of the King in the main hall.	
	4.3	BG had completed the annual questionnaire about usage of the internet at the Village Hall. Gigaclear has renewed the Village Hall's free wifi, as the Hall is a designated Community Hub. As a condition of the annual renewal terms, BG needed to request David Tuffs to update the Gigaclear logo on the Village Hall website.	
	4.4	An electrical condition report of the Village Hall is required every three years, and this is now due; the previous report was commissioned in December 2021. The Committee agreed that this should go ahead.	BG
	4.5	A Condition of Property report may be needed and is possibly required every five years. The previous document will be located and checked for any reference to a further report being necessary.	BG
	4.6	Toilets renovation – this is the next item on the list of Village Hall renovation work, as agreed by the working party. The renovation forms part of the planning approvals but variations to the original proposals may require further scrutiny by the planning authority. The proposal is that this would be funded with the Section 106 funds already ring-fenced by HDC for the Village Hall, together with other grants which will be applied for. In order to proceed as a first step, a specification is needed to create the detailed technical drawing to then enable comparative quotes to be obtained. The fee for this will be £750. The Committee agreed that this should go ahead.	BG/CF
	4.7	<p>BG and FS recently carried out a general risk assessment of the Village Hall. Main issue highlighted include:</p> <ul style="list-style-type: none"> ➤ The suspended ceiling in the main hall has some loose and broken tiles. BG has made a start looking for companies who might be able to supply ceiling tiles, but as the suspended ceiling is of a very old construction, a solution may prove elusive. FS will send a message out to the village via the email list to see whether anyone in the village has any contacts. LE will also speak to the Hereward Homes builders in the village to see whether they can recommend anyone. ➤ Curtain pulls – potentially remove these. ➤ Kitchen window closure to be changed if a better alternative can be sourced, compatible with the particular window design features. The issue is caused by having to lean and stretch across the counter top to reach the window lock. ➤ A tree survey is required and MG will specifically ask about the tree limb over the hedge towards Main Street. 	<p>FS, LE</p> <p>MG</p>

	4.8	The Committee will re-assess VH rental charges, which could come into effect from April 2025. FS will have a look at what other similar local Village Halls are charging currently before a decision can be made. This would also include increasing hire charges for weddings. It is considered that particularly for one-off events, the rental fee is not at a sufficiently economic level for the Hall, given the considerable running costs and expenses involved in repairs, maintenance, cleaning and caretaking overheads.	FS
5		Treasurer's Report (including Restoration Fund/Appeal)	
		The Treasurer's report was not received.	
6		Caretaking/Maintenance/Defibrillator	
	6.1	The school cupboard was moved to a better place within the main hall as previously agreed.	
	6.2	The small hall floor which had been damaged during a recent wedding cannot be repaired until February half term due to constraints on accessibility of the hall and the contractor's availability.	MG
	6.3	As agreed, two new cisterns are being fitted before Christmas to the boys' toilets, in line with previous discussion to alleviate further risk of flooding from overflow. The new cisterns have internal recycling arrangements for the overflow.	
	6.4	The flag was torn off and destroyed in the recent windy weather. MG will ask the Scouts whether they would be willing to get a new Union Jack flag. Postscript: later found that the whole attachment fixing cord from the top of the flagpole has also been ripped apart, so the flag pole is out of commission until a fix can be arranged, which may involve hiring a cherry picker.	MG
	6.5	The defibrillator has been checked and is fine.	
7		Bookings JS will check whether the term dates within the calendar are correct for Scouts, pre-school etc.	JS
8		Events The switching on of the Christmas lights event on 1 st December was a great success. 17 th -23 rd March will be Village Halls week – we could potentially hold an event during this time. The calendar will be amended to show this. Other possible events to hold in 2025: <ul style="list-style-type: none"> ➤ Easter event ➤ Murder mystery night ➤ Race night ➤ Environment Agency to hold talk regarding flooding ➤ St George's Day ➤ Plant sale ➤ 'Introduction to tech' session for those who need help 	JS

		with this (as suggested by Gigaclear as part of their renewal questionnaire – see 4.3)	
9		<p>Any Other Business</p> <p>Caroline Jack has some ideas for collaborating/events in 2025. The Chairman will liaise with her to establish what might be being proposed.</p>	BG
10		<p>Public Question Time</p> <p>None.</p>	
11		<p>Date of Next Meeting</p> <p>15th January at 7pm.</p>	

There being no further business the meeting closed at 20:55.