



Minutes of Meeting Held on 15th January 2025

Present:

Committee

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

In attendance

Meriel Godfrey, Caretaker

			Action
1		Apologies for Absence: None.	
2		Minutes of Previous Meeting The Minutes of the meeting held on 18 th December were approved by LE, seconded by JS, and signed by the Chairman.	
3		Matters arising from the Minutes	
	3.1	Lawn mowing – BG is meeting ABC Gardens this week to discuss and obtain a quote.	BG
	3.2	Winter Ball – JS will check whether the funds raised for the Village Hall have been received.	JS
	3.3	Electrical condition report – quote now obtained for testing all three distribution boards and issue certificates and emergency lighting test certificates: cost £688 incl. VAT. Work previously approved. Alden’s will be booked in to do this – date TBC.	BG / MG
	3.4	Suspended ceiling in the main hall – a contact recommended by Ed Sanderson is coming to have a look at the ceiling tiles. FS to hold off asking within the village for trade contacts for time being.	BG / FS
	3.5	Tree survey – MG received a quote for the removal of the overhanging branch, which is £250 +VAT. The fee for the tree assessment in the grounds is £185 +VAT. The Committee agreed that these should both go ahead.	MG
	3.6	Increasing charges for the Village Hall – FS will circulate information gathered on other local halls so that a comparison can be made with hire charges elsewhere. The Committee will then decide whether our hire charges need to be raised and if so, from when.	FS
	3.7	Flag and broken flagpole – BG is waiting to hear back about the	BG

		best procedure to fix this.	
4		Chairman's Report (including governance issues)	
	4.1	The Scouts have asked whether they could arrange another sleepover in the Village Hall. Given the issues that occurred last time a sleepover happened, BG spoke – in advance of accepting the booking – to Debbie Billington, Scout Leader, to discuss concerns in view of concerns raised. BG also spoke to the tenant in the adjoining property, who understood the position with regard to the proposed booking which was subsequently accepted. Also agreed with Scout leader that if any damage is identified, this would be paid for by the Scouts.	BG
	4.2	The technical drawings of the toilets are being worked on and should be ready in a few weeks. Listed building consent and planning permission may be required as the toilet scheme is a variation of that included within Phase 2 renovation approvals.	
5		Treasurer's Report (including Restoration Fund/Appeal)	
		The Treasurer was not present at the meeting.	
6		Caretaking/Maintenance/Defibrillator	
	6.1	Alternatives to the poor and difficult to reach/unlock window closure in the kitchen has not yet been resolved. GBS, the contractor, may be asked for further advice on options.	
	6.2	BG received a quote from the Catering Appliance Superstore for suitable CE marked 125 ml wine glasses secured in protective sleeves and packed in boxes of 48s. Committee agreed to go ahead and order 48.	BG
	6.3	MG had contacted Katie Edwards and decided that the curtain pulls in the main hall will be cut shorter and untangled so that they do not hang so low.	MG
	6.4	Pre-school asked MG whether anybody from the Village Hall would be gritting the VH grounds during the icy weather. However, it is unclear who would be responsible for doing this, and how much of the grounds would be gritted, etc. It was therefore decided by the Committee that the grounds will not be gritted, but Pre-School were free to do so if they wished.	
	6.5	The defibrillator has been checked and is fine.	
7		Bookings With the amount of time and effort spent for short bookings, e.g. emails, phone calls, cleaning, heating the space beforehand, etc, especially on Bank Holidays, the question of whether the Committee should be charging more for bookings was raised again, especially given the huge input and costs, for very little return.	
8		Events Murder mystery night – MG will ask the acting group which dates they are planning on performing.	MG

		Committee members will think about potential events and will gather information to bring to the next meeting (e.g. plant sale, 'introduction to technology' session [CS will ask whether someone with expertise in teaching these skills might be available], archaeology talks, Easter event in collaboration with Rural Relaxing, etc).	All / CS
9		<p>Any Other Business</p> <p>£157.30 was paid to the Village Hall for Monday Teas recently, bringing the grand total raised so far to £1,742 since teas were re-introduced after Covid. The Committee is very grateful for this; particular thanks to Rebekah Budenberg, Alex Griffiths and all the volunteers who run the weekly sessions.</p> <p>The Village Hall website homepage needs to be updated in light of recent refurbishments and updates; FS will re-write the text in collaboration with BG.</p>	FS / BG
10		<p>Public Question Time</p> <p>None.</p>	
11		<p>Date of Next Meeting</p> <p>19th February at 7pm. * PLEASE NOTE: ENTRY TO BE THROUGH THE FRONT DOOR WHILST THE SMALL HALL FLOOR IS BEING WORKED ON *</p>	

There being no further business the meeting closed at 20:30.