Worton & Marston Village Hall

Management Committee Meeting

19th Jan, 2016

Attendees: Veronica Franklin (Chair); Pauline Crisp (Treasurer); Jo Banks (Secretary); Jeff Stocks (Trustee); Suzanne Bonfield (WPC); Cathy Hucker (Rainbows); Jane Loveys (WI)

Apologies: Helen Morse (Vice Chair); Chris Johnson (Trustee Co-Opted); Vicky Barton (Brownies)

Agenda:

1) Thank you event & other fundraising events

2) Hallmark application

3) Changes to heating

4) AGM – 26th April @ 8pm – please send a rep

5) AOB

1) A Cheese & Wine is being held at the Village Hall on 4th Feb from 6.30pm – 8.30pm to thank everyone for their support during the recent refurbishments. All groups are invited to send representatives.

Other events planned for the year are:

 Jumble sale on 19th March, 2pm – 4pm. Donations of good quality clothing and bric a brac would be very welcome.

Queen’s Birthday tea party on 23rd April – more info about this to follow

An Olympic themed fundraiser in June or July to kick start our fundraising campaign to improve the toilets.

Macmillan Coffee Morning in September

The Christmas Bazaar & a Christmas ‘Pudding Night’ in December

2) We have submitted an application to be assessed for Hallmark 1. Hallmark is the quality accreditation scheme for village halls and gives users, hirers and the Trustees the assurance that all necessary policies and procedures are in place and the hall is well kept, maintained and safe. There should be no impact on regular or occasional users. We will let you know the outcome & keep your fingers crossed that we pass and can proceed to Hallmark 2.

3) The arrangements for the heating of the hall have been changed & the heating is now timer controlled for all regular users of the hall with ad hoc adjustments being made for occasional users.

The thermostat should now be left at 20C at the end of each hiring. A sign has been placed above the thermostat and information included in the Hirer’s Guide in the kitchen and on the doors.

IF YOUR GROUP DOESN’T USE THE HALL REGULARLY, IT IS IMPORTANT YOU LET US KNOW WHEN YOU WILL BE USING THE HALL OTHERWISE WE WON’T KNOW TO CHANGE THE TIMER SO THE HEATING COMES ON.

4) The AGM is planned for 26th April from 8pm. Please can you send a representative. Also, if you know anyone who would like to join the committee, we would welcome them. We are particularly looking for someone from Marston or a younger person who can encourage young people to get involved.

5) AOB

* Cathy Hucker (Rainsbows) brought up the subject of user group noticeboards. It has been agreed at a previous meeting that children’s groups could each have a noticeboard on which they could display their creative work. The refurbishment of the hall put this on hold temporarily but it was agreed that we would now proceed with this idea.

**Jane Loveys** will source the noticeboards (three) and give to Jeff to install.

* Jeff has now taken over responsibility for health & safety & maintenance of the hall. He is supported in this by Mark Fisher & Douglas Crisp. If you notice a problem with anything in the hall, please let Jeff know in the first instance. His contact details are in the hall.
* The Trustees agreed that Jeff can now proceed with obtaining quotes to undertake work to reinstate lobby heating.