

Worton and Marston Village Hall					
Meeting Type:		Exec Cttee			
Date:	23 rd March 2017	Venue:	5 Cedar Close	Time:	7pm
Present: Veronica Franklin (Chair); Pauline Crisp (Treasurer) Jo Banks (Secretary); Jeff Stocks (Trustee); Suzanne Bonfield					
Apologies:					

Agenda

Item	Details	Chair
1	Review previous minutes	VF
2	Fundraising events review	VF
3	200 Club update	VF
4	AGM	VF
5	Spend a Penny update	VF
6	Tea Party – joint event with Julia’s House	VF
7	Financial update	PC
8	Maintenance update	JS
9	AOB	ALL

Date for next meeting

25th April, 8pm at Rose & Crown - AGM

Management Committee Minutes

Ref:		Action:
1	<p>Review previous minutes</p> <p>Hedge clipping from maintenance day still need removing – Suzanne will ask her husband about removing. Thanks to Suzanne & Andy for arranging.</p> <p>Heating – no further issues. Pauline to write instructions for changing timer.</p> <p>SSE energy contract: JS has spoken to account manager. Account name needs to be transferred to JS before he is able to sign contract to take new deal. JS needs to speak to SSE customer services before this can be actions.</p> <p>Other items on agenda for discussion</p> <p>Minutes approved</p>	<p>Closed</p> <p>c/fwd</p> <p>JS</p>
2	<p>Fundraising events review</p> <p>4th March, Article 51 gig – a very successful evening & thanks to Pauline for a very comprehensive write up of key points. £617 raised towards Spend a Penny campaign.</p> <p>Jumble sale – another successful event, monies still trickling in, c. £600 raised towards Spend a Penny campaign.</p>	
3	<p>200 Club update</p> <p>To date £1260 has been raised compared to £1428 last year. There are some new joiners but a number of people have not renewed. Still need to agree whether the £10 2nd prize is dropped next year.</p>	
4	AGM	

	Date remains at 25 th April but JB will speak to Rose & Crown if can be held there due to planned works on village hall [06/04/17 confirmed] JB will put notice on VH door to advise change of venue. Reports from Treasurer & 200 Club to be written and sent to JB by weekend of 22 nd April.	JB PC/VF
5	Update on Spend a Penny Work is commencing on 30 th March, all regular users have been advised. The work is costing £4k more than originally thought because of need to re-quote for work due to incorrect plans being submitted. Have agreed with Gaigers to undertake some of the cosmetic work ourselves to reduce the cost. WPC have also agreed to loan up to £4k to cover the shortfall in funding. VF will pursue.	VF
6	Joint fundraising event with Julia's House, tea party Date of 1 st July Julia's House fundraisers are taking the lead on this event. They would like it to be a ticketed event at a cost of £5 per head. Funding split is to be discussed with them & PC will take forwards. All VH trustees have been asked to support on the day.	PC
	Financial update PC gave a comprehensive update. In reasonable financial state with sufficient monies to fund current loo renovation project.	
	Maintenance update Lobby doors (inner) are very narrow. Can they be re-configured to a 2/3 1/3 split? JS to speak to Gaigers to see if can be combined with current renovation work. Next maintenance day agreed for 29 th April to undertake decoration & tiling work after renovation project. Please can all attend if poss.	JS All
	AOB General internal redecoration, to be completed during July & August. JB will advertise for volunteers. Outer lobby – replace flooring with coir matting. VF to arrange. PC away 10/05 – 31/05, VF & JS away 03/05 to end May, JB & SB to share responsibility for bookings.	JB VF JB/SB

Date for next meeting

25th April, 2017 @ 8pm, Rose & Crown - AGM