

| Worton and Marston Village Hall | | | | | |
|--|-----------------------------|-------------------|--------------|-------|-------------------|
| Meeting Type: | | Exec Cttee | | | |
| Date: | 25 th April 2017 | Venue: | Rose & Crown | Time: | 8pm following AGM |
| Present: Veronica Franklin (Chair); Pauline Crisp (Treasurer) Jo Banks (Secretary); Jeff Stocks (Trustee); Suzanne Bonfield; Jane Loveys | | | | | |
| Apologies: | | | | | |

Agenda

| Item | Details | Chair |
|------|------------------------------|-------|
| 1 | Matters arising from AGM | VF |
| 2 | Maintenance day | JS |
| 3 | Loo update / paying for | VF |
| 4 | May cover for absences | ALL |
| 5 | Tea party | PC |
| 6 | WVHA membership renewal | JB |
| 7 | Mtg date for policies review | ALL |
| 8 | AOB | ALL |

Date for next meeting

12th June, 7.30pm, Village Hall

Management Committee Minutes

| Ref: | | Action: |
|------|---|----------------|
| 1 | <p>Matters arising from AGM</p> <p>Secretary role – JB prepared to stand for 1 more year after which she will be stepping down. Need to find a replacement. SB has expressed an interest if she can shadow the role to understand more.</p> <p>Cleanliness of floor – the only solution to this is pay more to have the hall cleaned on a more regular basis. Do not currently have the funds for this. Need to review hire charges to start to address operating income deficit. Add as agenda item for future meeting.</p> | JB |
| 2 | <p>Maintenance day</p> <p>29th April – to decorate recently renovated loos. Pls can everyone come armed with paintbrushes.</p> | |
| 3 | <p>Loo Project/paying for</p> <p>The £4k loan has now been received from the Worton Parish Council. This will need to be repaid over the next year. Fortunately the grant application to the Bernard Sunley Trust for £3.5k has proved fruitful with £3k being awarded. This means that fundraising to cover the £1k shortfall will need to be undertaken.</p> | |
| 4 | <p>Cover for May</p> <p>VF; JS; PC are away for May. SB has offered to take the booking diary and to deal with any enquiries that are received.</p> <p>JL asked about dealing with emergencies and who to contact to undertake any emergency repairs should the situation arise. JS has a list with contractor & supplier details. He will send round to all.</p> | SB JS JB |

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| | Trustee contact details in hall also need to be updated to reflect changes to committee. | |
| 5 | Tea Party No further update as yet. Still in planning stage. | |
| 6 | WVHA Membership Renewal due - £40. All have agreed to renew. JB to complete form & send. | JB |
| 7 | Meeting dates 12 th June, 7.30pm, Village Hall – catch up about tea party 4 th July, 7.30pm, 11 Gaisford Chase, policies & governance (bring alcohol!) | |
| | AOB None | |

Date for next meeting

12th June, 7.30pm, Village Hall