

SHIMPLING VILLAGE HALL COMMITTEE MEETING

Minutes of the meeting - Monday 23rd January 2023

1. Apologies for absence

Tina Bird, Liz Brunwin, Glenda Peck, Nathalie Brown

2. Minutes of the last meeting - any amendments?

- Electricity supplier is now EDF not EON. Not currently able to fully assess the impact of the change yet.
- Spelling of Marian's name to be corrected

Action: Carol to correct minutes.

3. Chair report including feedback from PC meeting

See report.

Christmas Event – comments: may get more uptake in Jan or early Dec. Enjoyed by all those who went. Children's activities were a hit with the families.

Rural Coffee Caravan - confirmed dates and times following changes made by the organisation. Regular visits will be - 4th Thursday of the month 10-12 noon

Shanty Folk Evening - Marian felt there should have been a planning meeting to ensure organisers and helpers roles and responsibilities were clear and the charge for the food agreed. She felt that it was left to a few to do and that was hard on them.

Action: It was agreed that all future significant events should have a dedicated planning meeting (or dedicated time at the regular meeting) to ensure all aspects have been covered and planned for in advance of the day.

Bernard was disappointed that attendees did not help with the clearing up after the event and that there was underappreciation of the work done by the organisers.

Marian also felt that personally emailing people had led to the number of attendees rather than the advertising of the event.

Commitment to attend an event is essential if catering is involved. Payment in advance can help improve commitment by attendees

Improving communication and engagement

There was a discussion about communication and getting the message out to everyone and the feeling that we were missing people as everyone is not on the WhatsApp groups or reads the Facebook page or magazine.

Free events are generally well attended – e.g. the meet your neighbour sessions for new residents to meet villagers. Discussed the need to hold another event and, as people arrive – get their email address / phone number so we can build an emailing list for the village hall events.

Action: Marian to look at the bookings diary and email suggested possible dates in March to the committee. All committee members to attend where possible.

Members reflected on activities that have taken place e.g. leaflet drops but felt these were time consuming and not always effective. In the past, new residents had been given information about the village and events by a SPC or SVH committee member and this had been warmly welcomed.

Bernard suggested the committee do a welcome pack for new residents, encourage them to attend events.

- What is on
- Committee contact details
- Communication methods used to advertise events.

Jim suggested that we put a piece in the next magazine reminding people of the WhatsApp group, Facebook page, the round robin, and email list and ask what events they would like to see the village put on.

Action: Carol to draft a page for the magazine and circulate to committee members for comment.

Use of the hall for a food bank – not really possible due to lack of storage and Bernard reminded us that the Pub was looking to run a small shop.

Hannah reported that there are others close by run by the church and the school that villagers can access.

No further action by the committee

4. Financial report

Finance report discussed

The account is in credit and agreed minimum level of credit (£1500) generally met - see accounts sheet for details. There have been occasional issues with a time lag between invoicing and receipt of the money.

It was suggested that money should not be paid until a receipt has been provided.

Action: David and Marian to sit down together and reconcile the accounts.

Marian explained some of the background to the finance and how things have changed. Loss of income during covid and cessation of income from the recycling and not staging popular money generating events, she feels have affected the bottom line.

The PC pay for the lease, grass cutting, fire equipment, insurance and bigger expenses e.g. repairs to the fabric of the building.

It was clarified that the village hall committee had its own constitution and was responsible for generating income to cover the cost of running the events as well as costs of replacing items within the hall such as the kettle or chairs. Sometimes grants can be applied for to assist with the larger purchases.

5. Hall bookings - see report

Regular bookings starting to increase including some private events.

May elections: will generate £134 for use of the hall. Marian has done the paperwork

WI: (Shimpling & Alpheton) – 5 meetings in each hall – still needs clarifying which months will be at Shimpling.

Action: Marian to liaise and clarify when the hall will be used

Film night – there were some questions re organisation and booking.

Post meeting clarification: A licence has been secured. See enclosed scanned copy. The charge at the entrance is for hall hire & refreshments. It is a turn up and pay event (like the table tennis). Nathalie and Matt organised the first event. Future film nights will take account of the films Alpheton are playing to reduce duplication.

6. Other Event Suggestions:

King Charles Coronation events - May 6th,7th,8th (Similar to the Jubilee weekend)

Marian suggested we use a wider group of volunteers for these events

Action: All committee members to ask for volunteers to help via personal contacts and Carol to ask via the Facebook page / WhatsApp / Round Robin ASAP.

Additional helpers to be invited to the planning meeting.

Action: Nathalie and Marian to agree and circulate date for the coronation planning meeting in mid-February.

Coronation Events Activity Suggestions:

- Live stream the Coronation at the hall
- Village meal - bring and share or maybe meal at the pub
- Cart race
- Tug of war
- Climbing wall
- Children's races and activities / crafts, splat the rat, welly throwing etc

Discussed the potential need to have the marquee up in case of poor weather either by the hall or on the green near the play area and climbing wall (hopefully). It was noted that the marquee needed repair. Marian suggested the Halifax Trust might be asked to support the event.

Post meeting information: SVPC have already said they will support the purchase of new marquee

Other Events

Discussion about children's activities generally and Hannah highlighted that it's the holiday times that families would welcome things for the children to do and when we organise them, she would be happy to circulate the information to other families.

Marian flagged that August was when in the past work has been done to the hall and it is due some refurbishment.

Action: Hannah to discuss with other families she meets / knows what events they would like to have organised for the school holidays and to liaise with Tina (who does adventure activities as part of her job) to come up with ideas.

Marian to work with Nathalie to ensure works and events scheduling is checked to ensure the hall's availability.

Games afternoon - draft poster circulated.

Action: Carol to check with Nathalie who she thought could lead on this and plan a date to start running it.

Question - could the games be done at the same session as the table tennis.

Action: Carol to discuss with Nathalie on her return from holiday.

Curry evening

Discussed whether to have a "bring and share" meal or approach a local curry restaurant to provide the food. Marian suggested getting the Thai food van.

Action: Bernard to contact and find out what her minimum cover would be to come to the Hall, when they could come and how the charging could generate sufficient to cover opening the hall for people to eat in.

Horse Racing evening

This has been successfully run in the past by former villagers. Question whether they would come back and do a session for the village again – Bernard felt they would. Jim said he has a horse racing game that he will find and determine if it could be used.

At previous events Monopoly money has been used for the betting – each person given £1000 and the person who accumulates the most by the end of the evening wins a bottle of wine.

Action: Jim to find his game and inform the committee if it is useable before we plan a date or contact previous organisers.

Camp Out & Camp Fire event

Tina suggested this activity – possibly in the summer.

Action: Tina to let the committee know when she might be planning to do this.

7. Maintenance & improvement of the hall

Three year rolling maintenance programme.

Toilets and back room (including replacement of fire door and frame) needs doing in 2023. The exterior should be done in 2023/4

Three quotes needed for any works and tradesmen used before to be approached. Jim suggested Tim Warner (Carpenter) and Hannah suggested Oliver Beeton who did Katie Hazelhurst's fencing.

Action: Nathalie to raise with PC and secure funding for works and then go out for quotes.

David suggested that it might be worth the hall purchasing chair covers which smarted up the look for special events and are washable. Committee in general agreement this would be an asset.

Action: David to look into this further and bring possible supplier information / prices to next meeting.

8. Health & Safety issues

Signage for evacuation point installation by Bernard's front lawn

Bernard requested that an additional sign to put with it saying Shimpling Village Hall evacuation point would make it clearer.

Action: Carol to ask Karenza if she can help, Marian to ask Jenny Pine.

9. Any other business

- Rubbish from the replacement of the fence in car park needs removing ASAP

Action: Bernard to talk to Katie

- Bernard informed the committee that he hopes to have the pub open around Easter (depending on agreement of terms)

Dates of regular meetings:

4th Monday of every other month at 8pm

27th March

22nd May (AGM?)

24th July

25th September

27th November