**Adderley Village Hall Committee Meeting**

**Minutes 25 Oct 2022**

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| No. | **Item** | | **Action & Owner** |
| 1 | **Present** –  **Apologies** – | Clare Bailey  Kim Archer, Marius Coulon, Val Nash, Wendy Icke, Carol Weaver, Geryl Cope, Emma Talbot, Ken Greetham, Ben Wrathall, Iain Wilson, Sheila Greetham (Church), Ed Madden & Louise Dowley  Andrew Swindale  Alan Hodgson, James Parsons, Phil Gadd, Rob Clare, Claire Wilson, Margaret Cox, Fiona Coulon (User groups) | |
| 2 | **User Groups** | **Dominoes** -  **Yoga -** reported issue with radiator  **Whist**  **59s**  **Quiz**  **Playgroup** – ladies’ toilet has issue and toy damage reported, although felt that could be repaired  **Snooker –** obtaining quote for recovering and requested funding for paint | **Yoga action –** review issue – KG  **Playgroup action** – toilet to be looked at – KG  discussed toy donations and request going onto FB – CB to indicate toys needed and LD to ask for post on FB page  **Snooker action** – agreed funding – JP to provide receipts |
| 3 | **Minutes of Previous Meetings & Matters Arising** | 23/08/2022 – agreed and signed | |
| 4 | **Hall Hire – Latest Bookings / Update** | Current bookings –  Heritage trail regular meeting  Craft Fayre 6th Nov  BCW x 2  School Play TBC  Discuss Hallmaster  Snooker Club – wed and table cover | Agreed to create a rota of people to help with opening and locking up – **Action** - Whatsapp group to be set up – ET  **Action –** check with insurance re key box use – KG  **Action** – Ops group to investigate use of Hallmaster – ET |
| 5 | **Finances** | Report provided by treasurer –  Bar – Total Income £10,697.83  Total Cost of sales £4,280.11  Total expenses £2,816.25  VH – Total income £ 8,867.91  Total expenditure | GC reported increase in CO2 prices |
| 6 | **Bar** | New till | **Action** – investigate till system at Whitchurch bowling club - IW/LD  **Action** – New chiller - IW |
| 7 | **Operations** |  | **Action** – Waste collection set up on hold – review in NY  **Action** – Alarm & fob system being reviewed – IW  **NB** All if any issues found please email – [enquiriesadderleyvh@outlook.com](mailto:enquiriesadderleyvh@outlook.com) |
| 8 | **Trustees & Co-opted Members (including – School, Parish Council, Church and Bowling)** | Reports received from  **School** – Frozen Fridays to help raise funds and meet parents – food collected at harvest festival for food bank - PTA unable to support Craft Fayre but can be involved in light switch on  **Parish Council**, A529 upgrade ongoing, traffic lights raised again with highways after £45k spent so far MC meeting with them – Neighbourhood plan consultation to begin next month - PC asked re steps needing rebuilding – Not PC (confirmed by MC)  **Church –** Harvest supper great success – **Remembrance service Sunday Nov 13th 6:30pm – XMAS concert Wed 7th Dec to raise funds for church – Christmas Eve Carols 7pm**  **Bowling -** £895 in prize money raised this year – VH commended and thanked bowling for contribution  **Nice Place to Be (NPTB) -** First lot of funds received, website under way, oral history to be gathered, school fully involved – hoping to complete in 3 years – VN provided financial update proposing to send £1700 of prior account funds to VH and keep a running capital of c£750 for events – **approved by committee**  Also discussed distribution of funds raised by NPTB – number of options tabled majority in favour of 50% VH 25% Church and 25% School KG to take views of others – **confirm proposal at next meeting** |  |
| 9 | **Events & Marketing** | 12 Month calendar  Men’s World Cup – 20th Nov – 18th Dec – Village Hall and bar will be open for England & Wales games plus final  Christmas Parade agreed for 2nd Dec  Carols around Village 20th Dec  Spooky/Halloween 31st Oct | Future events in the planning – Race Night, Wine tasting – moved to NY  EM – asked what capacity and % of use of the hall this is led to an agreement for a think tank meeting to be created about direction and future use of hall – **Action –** think tank session to be set up - LD  Arts Alive – contact made do we want to become promoters – **LD to present next mtg** |
| 10 | **Administration** | Hallmaster for online booking, invoicing, and ticketing | ET taken this action - see above |
| 11 | **AOB** | Contact info  Cookers | **Action** – Contacts - list names of committee and provide contact for bookings and enquiries email  **Action** – Ops to review cooker requirements |

Approved – Chair (Signature) (Date)