



Cherhill Village Hall

www.cherhillvillagehall.org

secretary@cherhillvillagehall.org

Cherhill Village Hall

Minutes of a Trustees Meeting held on 10 October 2019 at 7.30 pm

Present

Nathan Bliss, John Cavanagh, David Cracknell (Treasurer), Bob Deacon, David Grafton, Keri Lynch, Alan Moore, Maggie Moore, Sharon Simmons, Jo Taylor (Secretary), Simon Tomlinson (Chair), Nick White, Adrian Wright,

Apologies

Bob Deacon

Minutes of last meeting

The minutes of the last meetings held on 22 August 2019 were agreed.

Matters arising from last meeting

Rationalisation of cupboards

MM has spoken to the WI and they are happy to free up some room in their cupboards. Rationalisation of remaining cupboards is ongoing. **Action: MM/KL/NW**

KL offered to speak to toddler group about storage of their toys. Please ensure they are cleared away properly at the end of each session to allow clear access across the rear corridor behind the stage **Action: KL**

Commercial dishwasher

Maggie had researched rapid dishwashers. Installed price likely to be around £1200.00 including a water softener. Position of dishwasher thought best to the right-hand side of the sink unit. Proposed dishwasher is 600mm wide so should fit into existing run of units. Suggest water softener is also purchased at the same time to be plumbed in alongside, under the sink. AM offered to check out plumbing connection/waste options. Decision on dishwasher to be made at next meeting. **Action: MM/AM**

Christmas decorations

It was agreed to put the Christmas decorations up on the afternoon of Friday 22 November. All available committee members to assist please. **Action: All to please note**

Health and Safety File

H&S file has been updated by David C and all new checks are being carried out. KL to accompany NB on his next checklist round. **Action: KL/NB**

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Janitorial Stock Levels

All up to date, thank you Maggie. A list is in the back of the folder for information.

Waste Disposal

A new contract has been agreed with Hills

Hand Dryers

NB has researched possibility of replacement hand dryers. Likely cost per dryer is around £130.00 and there is a local supplier in Calne however, NB queried whether we really need them. After discussion it was agreed to purchase some better quality dispensers/paper towels. One unit to be purchased as a trial with a view to buying a further 3 if successful. MM offered to research and purchase. **Action: MM**

Replacement Chairs

Carried forward to next meeting.

Loft tidying

Has been broached with the Theatre Group and will take place after the Auction.

Email permissions from groups

David C reported that he had written to all groups and was outstanding a reply from Alison Moore and Sara Cox

Treasurer's Report

The Treasurer reported the following bank account balance;

Lloyds Treasurers 'operating' account - £26,420.00.

All users have been invoiced and all have paid. No regular user receipts now expected until early next year. £720.00 had been recovered from the Feed In Tariff.

Recent expenditure;

£245.00 Auction publication material (to be split 50/50 with The British Heart Foundation).
6 months water bill, around £300.00. Cleaning costs to Prune and Broom have increased by £4.00 per month

CAF New Village Hall account - £9,165.00

The only movement on this account is the £5 monthly fee. Consideration to be given at a subsequent meeting as to whether we should move the account elsewhere.

Action: All to please note

Hall Bookings/Licencing implications/Fault reports/complaints

Current confirmed bookings;

Barn Dance	12 October 2019
Annual Quiz	8 November 2019
Foxglove and Ginger Pop up	26 October 2019
Auction	12 November 2019
Oldbury Club Christmas Fair	23 November 2019
Church Christmas Fair	30 November 2019

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Unconfirmed bookings;
Sugarcraft day

7 December 2019

Temporary Event Notice count to date for year ending December 2019
10 No currently planned out of 15 No

100 Club
Village Panto (2 No)
Private party 1 March
Cherhill Village Theatre (summer plays)
Foxglove and Ginger (2 No)
Barn Dance
Annual Quiz
Christmas Fair

Health and Safety

ST reminded Trustees to keep on top of the regular checks please.

Action: All to please note

It was agreed to purchase a new First Aid box per NW's suggestion but to donate the old bandages/slings to Scouts.

Agreed by all

Hall Maintenance

Boiler servicing reminder – NB volunteered to take this on and to ensure an annual maintenance service is carried out by Ultrawarm. Thank you Nathan.

Action: NB

MM offered to paint out the 'graffiti' in CVT costume cupboard. A Ceiling light fitting is to be installed in the cupboard by Steve Cuthbert. Steve Gill offered to donate a fitting.

New Village Hall project update

ST reported that Terry Kemp has started work on fund raising.

AM recently attended a conference of funding providers in Devizes and spoke with the National Lottery Regional Manager for the South West who confirmed the type of projects they might be looking to support in the area. They are short of large funding opportunities in Wiltshire. AM is to email her with a view to setting up a meeting prior to any application. Up to £500,000 could be available with success rates of roughly 1:3. AM explained that a lot of funding bodies are reluctant to lend until around half of the project value has already been raised and in place, and suggested we need to start a campaign to get some local funds underway.

JC is preparing update piece for The Villagers Magazine. The upcoming Barn Dance is the first fund raising event for the New Village Hall.

JC confirmed that the Wiltshire Village Hall Trust has a fund available ex Landfill charges.

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Barn Dance

SS thanked MM for stepping in to help out with the catering for the Barn Dance along with Liz Tomlinson and Di Webb.

Around 75 tickets have been sold. Committee members to help with tables and chairs on the night. The TENS License has been obtained by JC and will be displayed on the night.

Auction

All properties in the village have received leaflets about the Auction and posters have been put up round half of the village – volunteers required to cover the other half of the village. DG offered to put some posters up in Yatesbury.

MM is to deliver some leaflets to The Shambles in Devizes and asked whether it would be useful to deliver some leaflets in Lower Compton.

The Villages magazine will contain an article about the Auction.

JC confirmed that items for sale can be submitted online, through the V Hall website.

Volunteers will be required for the Saturday, to help with car parking, supervision etc. and we may need another helper to assist with food.

Any Other Business.

JT reported that the Scouts group had left the hall a bit untidy a few weeks ago (25 Sept), A dust pan full of debris was swept up by Oldbury Wednesday Club volunteers the following day and a stack of turquoise chairs had fallen onto the floor.

There being no further business, the meeting ended at 21.25 hrs.

Date of next meetings

Thursday 24 October - Possible date for Auction meeting – 7.30 pm

Saturday 16 November – Auction

Friday 22 November - Wash up meeting for Auction (Christmas decorations to be put up after) – 7.30 pm

CANCELLED - 28 November - VH Committee meeting

Thursday 9 January 2020 - 7.30 pm