

Eardisland Village Hall Management Committee (EVHMC)

Minutes of the meeting held
on
Wednesday 15th November 2017

1.	<p><u>Attending:</u> Caroline Marsden (CM) Chair, Bob Aldred (BA), Carole Millin (CMN), Diane Lee (DL) (Minutes), Chris Watson (CW), Tony Phillips (TP) ,Maryann Hanson (MH) Parish Council Representative.</p> <p><u>Apologies:</u> Jo South (JS), Edwin Thompson (ET), Martin Thomas (MT).</p>	Action
2	Minutes of meeting held on 4 th October agreed as correct.	ALL
3	<p><u>Matters Arising</u></p> <p>It was agreed that it was the responsibility of all Committee members to read the Minutes prior to the next meeting to enable Matters Arising to be dealt with promptly.</p>	ALL
4	<p>Single Item Agenda for this meeting.</p> <p><u>3/5 year plan for Village Hall</u></p> <p>Carole gave a brief update to the Committee on where we have got to at the present time.</p> <p>Sub groups:</p> <p>Building and Works now established and meeting regularly with specific aims and objectives.</p> <p>Social events and Community involvement. Jo South & Margaret Milchard.</p> <p>Fundraising & Research (Grant applications etc.) Carole Millin to continue and others to be opted on to.</p> <p>Terms of Reference need to be agreed and adopted for the last 3 sub groups.</p> <p>Discussion took place regarding priorities for the 3/5 year plan and most importantly what do the Committee think is feasible to attain in 3 years.</p> <p>Various ideas were put forward. Everyone agreed by the end of 3 years phase 1 of the EVH Development Plan should be complete. Caroline agreed to compile a report to be presented at the next Parish Council meeting Thursday 23rd November 2017 outlining the building</p>	<p>Next meeting.</p> <p>CM to liaise with CMN</p>

	<p>Improvement aspects of the 3-year plan. All present agreed this was a good way forward.</p> <p>5 <u>Open Forum</u> No members of the Public present.</p> <p>6 <u>Any other Business</u></p> <p>Renewals Schedule update. Fire Alarm Installation has been checked next due April 2018. Water bills not found when filing undertaken. Caroline thought George Alderson paid these direct but she would check Gas heaters to be checked by Grange Heating when they have completed the VH toilet refurbishment.</p> <p>E- Team offer – monies towards equipment for catering events in the VH Tony informed the Committee this was now in the bank.</p> <p>Diane agreed to list the problems with using the kitchen for catering purposes and report back at next meeting.</p> <p>C Townsend Ltd has completed the upgrade of the electrical installation and sent their Electrical Installation Condition Report.</p> <p><u>New Years Eve Party.</u> Tickets to go on sale in Village shop 4th December. Caroline asked for volunteers to help decorate and set up Hall on the 31st. CW will be away for several weeks 3rd signatory required in his absence TP agreed to undertake this.</p> <p>Utility meters read. (CW & TP)</p> <p>Meeting closed at 9.20 pm.</p> <p>Note next meeting 13th December 7.30 venue VH.</p> <p>Any agenda items please send to Carole.</p>	<p>CM</p> <p>Committee thanked the E-Team for their contribution.</p> <p>DL</p> <p>DL to update Renewals schedule.</p> <p>CM</p> <p>CM & TP.</p>
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