

**Eardisland Village Hall Management Committee (EVHMC)**  
**Registered Charity 1108366**

Minutes of the Meeting held  
On  
Wednesday 24<sup>th</sup> July 2019 at 7pm

1	<p><u>Attending:</u> Diane Lee (DL)(Minutes) Martin Thomas (MT)) (Vice Chair.) Alan Pryce (AP). Susie Curtis (SC) Carole Millin (CMN) (chair) Ronnie Steed (RS) Caroline Marsden (CM)</p> <p><u>Apologies:</u> Jo South (JS) Chris Watson (CW)</p>	
2	Minutes of last meeting 26 <sup>th</sup> June agreed as correct after point 7 changed to read SA group.	
3	<p>Matters arising;</p> <ul style="list-style-type: none"> <li>Village picnic feedback. Surplus made after expenses £271.59p.</li> <li>Proposal made that this event be opened up to all Eardisland community groups. Carole agreed to draft a letter to this effect.</li> <li>Hiring Terms and Conditions: setting up time for community groups. CM has revamped Booking Enquiry Form. Comments to Caroline by 7/8/19 please. Discussed several options Commercial/Community rate. Day rate and weekend rate.</li> </ul>	<p><b>Action</b></p> <p><b>CMN</b></p> <p><b>All to read and agree.</b></p> <p><b>CM/All</b></p> <p><b>Finalise next meeting</b></p>
4	<ul style="list-style-type: none"> <li>Finance. Santander account 2/7/19 stands at £6338.25p.</li> <li>Parish Council have agreed for the shower room to be converted into a cleaning / “messy” room. Volunteers will undertake most work but expert advice will be sought as necessary. Monies for this work from existing funds.</li> <li>Three “pop up” gazebos purchased for village hall events</li> <li>Hazard notice needed for locked cleaners cupboard as cleaning products stored.</li> </ul>	<p><b>CMN</b></p> <p><b>SC</b></p>
5	<ul style="list-style-type: none"> <li>Development Group Feedback; Carole and Susie represent this group on behalf of EVHMC various ideas were put forward regarding updating the village hall following the publication of Feasibility report.</li> </ul>	<b>CMN &amp; SC</b>
6	<ul style="list-style-type: none"> <li>Risk and Fire Assessment discussed - still needs clarification.</li> </ul>	<b>DL</b>

7	<p>Future Social Events:</p> <ul style="list-style-type: none"> <li>• Annual Duck Race - Sunday August 25th. Bottle tombola. All offers of bottles to Martin and Alan please.</li> <li>• Posters advertising the event have been produced by courtesy of Arrowbank Caravan Park. Sub group meeting for this event Thursday 8<sup>th</sup> August 2pm venue Martin and Alan's Arrowbank.</li> <li>• Fiesta Night 26th October</li> <li>• New Years Eve; Most committee members are away. Carole to approach Margaret Milchard and Sue Wallis to see if they are willing to organise. If event needs to be cancelled this must be actioned before next meeting to avoid costs.</li> </ul>	<p><b>Note sub group meeting date.</b></p> <p><b>CMN to email committee</b></p> <p><b>CMN</b></p>
8	Open Forum: No comments.	
9	Renewals; none due this month	<b>DL</b>
10	<p>Any other business.</p> <ul style="list-style-type: none"> <li>• Maintenance weekend 3/4<sup>th</sup> August general cleaning and tidy up. ? Following weekend as well.</li> <li>• Purchase of dog bowls.</li> <li>• Recycling bin for kitchen</li> <li>• New waste bin for Accessible toilet</li> <li>• Proposal from Carole (chair) to hold EVHMC AGM in January from now on was seconded by Martin and carried without opposition this will then keep it in line with the annual financial accounts.</li> </ul> <p>Meeting finished at 8.45pm Next meeting Wednesday 28<sup>th</sup> August 7pm venue village hall.</p>	<p><b>CMN to email all re availability. MT/AP to purchase.</b></p>

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