

KILVE VILLAGE HALL COMMITTEE

Minutes of Meeting held on Tuesday 9 May 2023, 13.30 Village Hall

- 1 Members present: Kath Cook, Frances Mayor, Barry Whitehead, Sheila Collins, Kate Lindley, Elizabeth Grigg (chair), Sarah Hayward, Claire Heather. Apologies from Brian Ward.**
- 2 Last meeting minutes signed as true record.**
- 3 Matters arising: PAT testing this week. Stage curtains imminent. FIT payments anticipated at last. SC to have more training for Scribe. 2 more quotes sought for signs awaited.**
- 4 Financial report of Accounts. SC has last year's accounts ready for Robbie Rutt to audit. EG signed the Scribe end of year report. Committee received April's report today, thank you. Reconciliation also signed by EG. This will be presented each month going forwards. SC has created two reserve accounts, £4200 for Hall Improvements, £4500 for Hall Repairs. CCS membership has been renewed. From the Coronation weekend's coconut shy, we will receive a third of the £66 income. Charity Commission forms being printed for each trustee to sign. SC can complete the annual return. "Volunteers" 3 last year, this year 10; SC to keep a list of names for our records. Payment of £31.50 has been received from Somerset Wildlife Trust in April and we are not aware what for.**
- 5 Maintenance. BaW has received a quote of £290 for alarms and locks for each of the two "accessible" lavatories; KL will talk to Claire to check the improvements will be usable with a wheelchair; BaW will await the result. A tool box has been purchased. The wobble on the mobile wooden stairs to be checked out, resolved in house if feasible. The drain by the back door is blocked, needs rodding. The cupboard doors in ladies toilet to remain open to help dispel damp. KC will purchase diffusers to mask the musty odour. SH has examined the recently received deeds and wonders about the stairs leading to cellar under the hall, presumably no longer there.**

- 6 Bookings. FM. The wedding booked for next May is cancelled, moving to Holford instead. Confirmation of another booking for three days in December is awaited. Sookie is running yoga on Fridays, 11.15. Contingency Plan meeting moved from 15 to 22 May. FM, SH, CH to meet 11.30 16 May for discussion re planning the steps to implement Scribe bookings module.**
- 7 Strategy for planning future events and the costs thereof. Distinguish between fundraising and community cohesion. SC has a template which include the purpose of the event. SC will incorporate an estimate/budget for each event. Bar costs to be more carefully recorded, entailing counting bottles before and after an event, filling in the sheet in the cupboard. The PCC is likely to buy a digital card reader, helpful for charging those who no longer carry cash, and will share its use with us (TBC).**
- 8 Events. KL will distribute flyers and application forms for a Talent Show in early 2024, advertising it in Kilve News, including an entry form. Lack of enthusiasm for Moviola . Barn dance 18 November, we will provide Ploughmans supper, SH to work out costings. Pickleball now running in Williton, so not here. Spice Girls or Boys 14 October: KL to see whether the “boys” would like to do this again, very popular; this time issue tickets to have an idea of the number for whom to cater; otherwise “girls” (not necessarily spiced) will run it. Take Art selection; Klezmer or French Balle, SH to check dates in March.**
- 9 Tidying Denovan room cupboard. Write an inventory and keep list in cupboard, label items. 11am 30 May for anyone available.**
- 10 Air Fresheners. KC to purchase bamboo stick diffusers.**
- 11 Toy storage and toys in roof space. Toys on bowls cupboard to remain there, as easily accessible on coffee mornings. SH and PatH will remove toys (trikes etc) from roof space above stage, to use or donate.**
- 12 Open Gardens 1 July. SH will advertise this in Open Gardens, if more than seven are open.**

- 13 Time for £1 coin in slot. SC has adjusted this to match today's price of 16.6p per unit. We need to check the time this lasts to inform hirers, make sure they are comfortable in the hall.**
- 14 Coffee morning and 100 Club. Last month's winners were Sheila Collins and Mark Walton. Next time bacon baps, £3 each.**
- 15 AOB. Chair retrieved from The Hood: count ours**
- 16 Date of next meeting. Monday 12 June, 13.30. (Apologies CH)**