

Lawhitton Village Hall

Charity number 1016849

Meeting Minutes 20th February 2023 20.00

Apologies Nicky Hicks , Alex Grose

**Present Mike King, Caroline King, Cara Russell, Vicki Knights,
Pippa Holmes,**

- 1. Welcome from the Chairman. Agree and sign minutes from previous meeting.**
- 2. Expressions of interest for joining committee from Glenda Sawyers and Jeff Sawyers unable to attend the meeting due to a mix up with dates- Co-opting of new members not completed. Will be invited to the next meeting and also the minutes from today's meeting can be shared.**
- 3. Update on funding applications Cara Russell has sent Paul the signed grant acceptance letter and will try to contact him this week to find out the timescale and process involved in receiving the funds.**
- 4. . Discussion on which areas the committee would like to prioritise and a look through the application to recap. Priorities agreed by all present will be the roof and the rear wall of the building. Windows, Curtains . Cara Russell agreed to look through the application Helen Bailey made for funding to clarify the chosen contractors ect and then to contact the contractors to check availability and invite them to revise quotes in order to start. The committee would like to ensure it's making the best use of space/funds and layout before**

internal work commences so as requested by Mike King and agreed by all present this will be investigated. Mike King will organise a friend to carry out a floor plan drawing of the hall in order for the current committee to see, At the next meeting the committee shall agree on the next steps for internal adjustments necessary.

5. Acre funding applications, we all agreed to have a look at this before today so a discussion of the findings so that we can make appropriate applications. Caroline King will call the ACRE funding helpline this week to see if the call is able to apply. All present agree that any funding we can get that we are eligible for will help the hall massively.
6. Looking into making bookings link with the website and making invoicing easier- Hallmaster Bookings system an option. Everyone present agreed this would be a good idea to make things easier – All present agree that will use this system or a similar one for a relaunch of the hall when the planned work is completed.
7. Update on jobs members have been busy with.
Mike King – update from talk with Cic Bailey regarding the horticultural show. Cic would like help from the committee to run the show this year. Vicky will work with Cic and feedback to the committee any help required.
Cara Russell-update and confirmation of this year's Tractor Run. Caroline king will do posters with Secretary and Chairman as the contacts. Cara Russell will work with Bill Browning and feed back any help required to the committee.
Vicky Knights- new letterhead for the hall. All present agree on using the colour version.
Caroline King is happy with the current insurance policy being suitable for the halls needs, we will look at other companies for quotes when it is due for renewal next.
Mike king updated the contract with Chubb to make a saving on the current rates.

- 8. Caroline King - prices for a notice board for outside the hall were around £500. The committee think it would be good to ask the parish council to fund or source funds for this for the benefit of the village. Car park signage will be finalised and ordered by Caroline King.**
- 9. New bunting for the hall- ideas to get involvement from people in the parish to make this.date set for a crafting morning in the hall to get together with this and hopefully get the community involved.**
- 10. AOB**

coronation- All present agree we will organise an afternoon tea and cake event for donations , this will take place on the bank holiday Monday- Mike King will enquire to see if Dave Downing would be available to play with the band at this and if so to book them for it.

We will ask for Volunteers this Sunday at 13.00 for a hall clean.

Caroline King has offered to carpet clean and paint the café room of the hall and will donate the paint for this.

Pippa Holmes will arrange an evening event with Moorland Grill on 24th June if they are available that evening
- 11. Next meeting 20th March 19.30 at Mike Kings house.**