

Lawhitton Village Hall
Charity number 1016849
Meeting Minutes 23rd January 2023
Meeting commenced 19.30

Apologies Pippa Holmes.

**Present Mike King, Caroline King, Alex Grose, Cara Russell,
Vicki Knights, Nicky Hicks**

- 1. Welcome from the Chairman to new members Mike King thanked everyone for their interest and commitment to the village hall.**
- 2. Short description of the hall's vision and what the trustees would like to see happening with the hall over the short and long term to bring it back into the Centre of its community. Mike King talked of how we as a committee we're trying to make the hall central to the village as a place where people can access groups, private functions, a meeting space for the whole parish to enjoy. We hope that regular get togethers help the community and keep the village community spirit high!**
- 3. Expressions of interest for joining committee from Pippa Holmes, Vicki Knights, Nicky Hicks and co-option of new members to the hall's committee.
Co-opting of new members.
Vicky Knights, proposed by Mike King 2nd Cara Russell.
Nicky Hicks, proposed by Alex Grose, 2nd Caroline King.
Pippa Holmes, Proposed by Caroline King, 2nd Alex Grose.**
- 4. Update on funding applications. Shears Barton Turbine, Cara Russell has spoken to Paul Martin and he is presently in the process of writing to the allocation committee about the applications, we have passed the initial stages and qualify for the funding.**

Tesco Grant application- what would we like to apply for? We decided that we would apply for an entertainment system because at present there is nothing in the hall. Should we be able to get funds for this it would benefit the community as we could use the system for quiz nights, children discos, Hall events and it could be hired for private functions also which would generate some income for the hall which we all felt was important.

Acre funding applications, we all agreed to have a look at this before the next meeting so that we can make an appropriate application.

- 5. 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 and we will all look at the options before the next meeting.**
- 6. Cleaning- how will we maintain the halls cleanliness? It was felt that as time goes on we may need to get a paid cleaning service for the hall, for the short term we will work at keeping the cleaning maintained by volunteers from the community and committee members. Alex Grose has some carpet that he can fit by the entrances as a barrier mat.**
- 7. Website Update. The website is ready for use just needing a couple more of the adverts to be placed on it . Alex Grose will pass on the log in details to Caroline King and Cara Russell so that the 3 of us can manage the website from here in.**
- 8. Fundraising and Events planning arrangements for the year ahead . We spoke about doing an event for the kings coronation in May, this will need to be organised asap and advertised early.**

Mike King will talk with Cic Bailey to ask if she is willing to do the horticultural show again as she has in previous years and if she will then the committee would like to offer help and support for this, Vicki Knights is happy to work with Cic if that will be helpful.

Cara Russell will contact Bill to check details and confirm this year's Tractor Run.

We are going to look into a coffee morning/ possibly a charity one either for the hall or for another charity. There are lots of ideas from the committee about fundraising events and we can explore these when we know the status of the grant application for when work could possibly commence.

9. Updated price list for hall hire. It was felt that we should leave the current prices in place at present apart from the one off events hire which we need to work out a new price list for. Cara Russell and Caroline will look at prices and come up with a suggestion for the next meeting.

10. Policy updates. The policy's all need renewing/ updating. Acre offer each policy to download at individual prices which was a possibility and also we would like to see if FSB or any similar offer a comparable service for this.

11. Vicky Knights will work on a new letterhead for the hall. Caroline King is checking the current insurance policy is up to date. Mike King will ensure that we have actioned the suggestions necessary on the fire risk assessment and install Lights for the keysafe by the door.

Caroline King will find prices for a notice board for outside the hall to advertise events. Alex Grose will donate some childrens dvds and look into doing a family film day.

Cara Russell will arrange for current key holders to return their keys and start using the key safe and also update the contact details in the hall and on Facebook.

Next meeting is to be at the hall on 20th February 2023 at 20.00

Meeting Closed 21.00

