

LITTLE WEIGHTON VILLAGE HALL CHARITABLE TRUST
Charity Reference Number 523266

MINUTES OF A MEETING OF THE TRUSTEES
held on TUESDAY 22ND JANUARY 2019
7.00 pm in The Hunsley Suite, Little Weighton Village Hall

Present: Mrs P Davison (Chairman), Mrs P Campbell (Secretary), Mr R Mann, (Treasurer), Mrs A Ringrose, Mrs S Jackson, Mrs S Spinks.

1. Apologies for Absence
Mrs C Pickering, Mrs A Kirby
2. Website
Mr Paul Smith attended for this item. He has produced a basic layout for the new website which was welcomed. He suggested having a small photo of each of the Trustees. SJ said that a photographer was coming to the hall on 7th March to take photos of the choir and suggested that Trustees attend this session. **Action: all** PS asked for more content for the site, although once up and running the Trustees will post items themselves. PS offered lessons at his office. There should be a link to the Voices of Weighton website. It was suggested that we leave online ticket sales for the future when experience gained.
3. Minutes of the Previous Meeting held on 12th December 2018
These were signed by the Chairman as a correct record.
4. Matters arising from the minutes
 - 4.1. Snagging List
 - a) Fire Escape Door: EYG have taken the tension off both doors and they are now easier to open. They now close automatically. Approved.
 - b) Front Door: the top bolt has been adjusted so that we can now close the doors with the bolts open, so that when a wheelchair or pram is expected, the left hand door can be left unbolted.. EYG were unable to take the tension off the doors however. RM has so far been unable to obtain a second quote for a motorised door. He has been liaising with Kevin Brown who used to work in this field at East Riding Council. We should have enough left in the Big Lottery account, after paying Houltons, to pay for a motorised door.
 - c) Plaster falling off ceiling in main hall: now fixed, as are gaps around the architraves and scrapes on the wooden folding door.
 - d) Folding Door: Houlton had organised the folding door company to come last Friday but this had to be postponed due to the hall being occupied. Another date expected soon. It has been suggested that the problems stem from our using wedges to keep the swinging door open so that the trolley can be accessed from the storeroom. Richard Guymer has suggested a heavy door stop or vacuum in the floor, but will attend to see if there is a solution.
 - 4.2. Gardener
Steve Hoyles has recently carried out a lot of work, weeding, mulching, trimming the hedge, grubbing out elm roots. He will plant more hawthorn in the gaps in the hedge. PC to ask him to fill in a time sheet. Parish Council to be reminded that it was agreed that they pay 40% of the gardening costs. **Action: PC**

4.3. Free Standing Spotlights

SJ has been paid £200 for these and are available for all users of the hall. She will ask an expert to come in March or April to come and set up the controls. **Action: SJ**

4.4. AV System: instruction booklet

No progress.

Action: RM

4.5. Humber and Wold Rural Action AGM

PC attended this meeting in Swanland Village Hall. This body is willing to help us with things such as setting up "Men in Sheds"

4.6. Progress Update to Big Lottery

Alan McKenzie to be asked for a copy of his letter to Big Lottery and to attend the next meeting. PC had worked out how many people attended which event/club and it was clear that the Voices of Weighton attracted large numbers of people of all ages.

Action: PC

4.7. Humber Resilience Forum

PC had filled in an online questionnaire, offering our premises in the case of an emergency.

4.8. Maintenance

- a) Boiler Service: PC had asked the firm who commissioned the new boiler (MCS Heating Ltd) to come and service it as it was smelling a little bit of oil. They attended at the end of November and said that there was a small oil leak, since when the smell of oil was much worse. They came back to fix it. There will be no charge for the second visit. There was still a small amount of oil on the floor, but the engineer had warned of this. PC to keep an eye on it. We will consider whether to take out a maintenance contract if they have fixed it satisfactorily. Service log book completed (see Houltons' "As Built" files). **Action: PC**

- b) PAT Testing: PD has drawn up a list of free-standing electrical items, including items in the loft. They have received 2 quotes: one for £108 +VAT, the other for £2 per item, so it was agreed to arrange for Infitest and Inspection Ltd to come and do it. SS will donate a heated tray to the hall and will bring it over before the inspection.

Action: PD, SS

4.9. Parish Council Meetings

- a) The Parish Council are experiencing difficulties holding their meetings in the Weighton Room whilst the Voices of Weighton are singing in the Rowley room, with just the folding door between them. It is hoped that when the soundproofing on the folding door is fixed this will ameliorate the situation, but, failing this, it was suggested that the Voices of Weighton have the Weighton Room (at no extra charge) and the Parish Council the Hunsley Suite, so that there would be 2 doors between them. It has been suggested that the Parish Council choose another evening, but they are reluctant to do this as it has traditionally been held on the first Thursday of every month. PC to write a letter to the Parish Council. **Action: PC**

- b) The Voices of Weighton wish to move the dates of their Christmas concert to the first Thursday in December. PC has written to the Parish Council to see if they could use an alternative evening. SJ needs to know urgently as she needs to book the sound engineers. *Now agreed.*

5. Treasurer's Report

RM reported that we have had to pay £1000 to audit this year's accounts because all the Big Lottery money legally had to go through our account, making our turnover very high. He has transferred £1,000 from the 200 Club to The Reserve Account. The current account stands at £627.52 and the Reserve Account at £14,209.88. He estimated that we need to run about 4 fund raising events every year in order to cover our expenses, and we may need to slightly increase our charges in the future.

6. Secretary's Report

- 6.1. Soft Play has now started on Wednesdays
- 6.2. The masseuse has booked 4 slots in February
- 6.3. Children's and Adults' parties are going well, with bookings into June.
- 6.4. A slight clash has arisen between Gardeners' Club and a three-day quilting workshop which PC is hoping to sort out. **Action: PC**
- 6.5. A form has arrived from East Riding Council concerning catering which PC will fill out. **Action: PC**

7. Future Events

7.1. Snake Oil Charmers, 9th February

- a) We do not need to man the door as we are not running this event.
- b) The Caretaker is booked to put up the stage at 11.00 am on the Saturday and chairs and tables for 80 people. The band will pay £30 for his services.
- c) The band will arrive to set up at 1.30 pm.
- d) We can run a raffle. Committee to bring any prizes. PD to buy 2 bottles of wine. RM to bring a float and raffle tickets. **Action: PD, RM, all**

7.2. Table Top Rummage Sale, Sunday 17th March

- a) 11.00 – 3.00. Customers to set up at 10.00.
- b) 12 tables at £6 per table. Tables to be booked through PC.
- c) SS to design a flyer and poster for delivery mid February. **Action: SS**
- d) Committee to do teas.

7.3. Fashion Show

PD enquired at What's On in Willerby but they do not do them any more. She has not found anyone else at the moment.

- 7.4. SJ suggested The Millionaires who are 2 men with guitars. SJ to suggest 3 Saturdays in March. A bar licence to be obtained. **Action: SJ**

- 7.5. SS suggested a quiz by Andrew Franklin Barber, possible dates 4th, 18th or 25th May. Bar. **Action: SS**

- 7.6. SJ suggested The Weighton Waites Choir which is a choir of 50 attached to All Saints Church who sing all sorts of music. This to be in midsummer. **Action: SJ**

- 7.7. The Voices of Weighton to do a cabaret evening singing music from the shows. Provisional date 13th April. Bar. 7.00 for 7.30. **Action: SJ**

8. How to Move the Hall forward: Loneliness

PD said that we needed to address the aims outlined in our Big Lottery bid and she has suggested we should discuss loneliness as a first step. **Everyone to bring ideas on how to combat loneliness to next meeting.** Further topics for discussion will be a) how to engage younger people and b) how to get more people to volunteer. SJ suggested an open night to get people to come along, or a strawberry tea. SJ said she was prepared to organise a Christmas dinner for those on their own. **Action: all**

9. Any Other Business

- 9.1. RM said that we need to spend the rest of the Big Lottery money on training and marketing.
- 9.2. PC asked for someone to take over the booking book whilst she was on holiday. **Action: SS**

10. Date of Next Meeting: 13th March, 7.00 pm in the Hunsley Suite.