

Easton Royal Village Hall Committee

Minutes of Committee Meeting held on December 10th 2006

1) Welcome and apologies for absence:

Present: Chris Elliott; Hew Helps; Cedric Hollinsworth (Chair); Jane Hey (Sec); Simon Riley (Treasurer).

Apologies: Beverley Helps; Trish Wheeler; Keith Wheeler; Melanie Cooper.

2) Minutes of last meeting

The minutes of the last meeting on 1 October were agreed.

3) Matters arising:

- a) The Chairman reported that he had sent small tokens of appreciation to people who had recently retired from the committee, plus people in the village who have helped us enormously over the year, but who are not on the Hall committee, and hoped that the Committee approved of this action. They did.
- b) Lavatory redecoration: still with **Valerie May**. Carried forward.
- c) Pre-school cupboard and battens in kitchen cupboards: complete.
- d) New doors – still awaiting quotation from **Adrian Bull**.
- e) Village Welcome Pack – **Allan Duncan** is updating and reissuing (to newcomers only).
- f) Trees around the hall: the **Parish Clerk** (HH) has approached the Highways department of Wiltshire County Council, whose land it is, with a request for ruthless pruning, WCC are consulting with Southern Electric/British Telecom to understand and avoid the risk of service disruption.
- g) **Chris** updated the Committee on self-erecting gazebos. These are not currently stocked by retailers, but he has seen one available via mail order for £80 and proposes to buy one and carry out quality/usability tests, before committing to the purchase of three gazebos.

4) Financial Update

Current account	£6,580.17
Deposit account	£4,199.09
Total	£10,779.26

- a) The current account amount reflects the receipt of £1,300 of final grant payments held back until completion of projects. The fireworks and disco have not yet been invoiced (~£1,500 and ~£200 respectively). Thring Townsend's sponsorship money ~£175 has not yet been received.
- b) The Bonfire Night fireworks display made £1,244.64 profit. A note of thanks has been sent to all those who made it such a successful event. It is estimated that 400-500 people attended.
- c) The Hallowe'en Children's Disco made £9.11 – well done to all concerned.
- d) The Curry Night made £173.46. Thanks to Fiona; Tricia; Annabel; Valerie and all the team who combined to make it a sell-out success.

- e) On the subject of finances, CE reported that Teffont Magna have set up a Village Trust, and initiated a planned giving campaign, which is generating revenue of ~£6k per annum for village projects decided by the trustees . He suggested that the Chairs of the Village Hall, PCC and FERS discuss the merits of doing the same. Action: **Cedric**

5) Review of Bonfire Night Fireworks.

- a) CH suggested that we have more external lighting and wondered whether, given that we open the gates early, we should consider providing some entertainment. All present agreed that an arrangement of halogen lamps on a post near the end of the boundary with the Old Forge would be helpful.
- b) CE remarked that lighting the bonfire before the firework display would provide heat, light and atmosphere, so long as the crowd barrier was effective. This could probably be achieved by moving the fireworks to the bottom of the playing field (although it can be very wet).
- c) Jugglers, stilt-walkers and fire-eaters could all be considered suitable entertainment.
- d) Sales of fluorescent bangles have proved a hit with children in the past.
- e) SR suggested that we really should offer free tickets to sponsors such as Sumpsters. He also stated that he would wish to be part of the Fireworks Sub-Committee that **Anna Patterson** and **Beverley** are to set up for next year's event.
- f) CE felt that the event could be enhanced by matching/synchronising more suitable music to the display.
- g) As the event is always hostage to prevailing weather conditions, efforts should be made to secure ticket sales in advance. Could make it attractive £3.50 per adult in advance/£4.00 on the gate, or £10 per family ticket in advance/£12 on the gate. Effective marketing is essential.

6) Major Summer Event 2007

The Village Hall Committee has been invited to provide assistance to the ad hoc group proposing to revive the Easton Royal Revels, with an Edwardian theme on 23 June 2007. The assistance requested involves use of funds to pay deposits, etc. The committee agreed that Village Hall funds up to a limit of £500 could be released on a loan basis. **Sarah Townsend-Rose** was nominated in her absence to liaise with the group headed by Bill Nimmo-Scott. Satisfactory car parking was identified as critical to the success of the project.

7) Other Future Events

- a) Carol Singing – Fri 22 December. Start at Pen-Y-Maes, pit stop at Lower Farm. **Hew** to talk to Santa Claus.
- b) Burns Night 27th Jan – **Jane** reported that she was in touch with **Beverley** and **Sarah** and a high-level plan exists, to be expanded in the early New Year. A flyer needs to go out before Christmas.
- c) Race Night in March. **CH** to ask Keith Wheeler/Chris Nitsch if they will organise this event.
- d) Plant Sale – mid May. **Jane** will send out growing instructions so we don't end up with one spider plant and 3,000 courgette seedlings! Need to launch the 2007 Sunflower growing competition that day.
- e) PVADS – originally booked for 23 June – to be moved to 9 June. Action: **Hew**

8) Car Park

CE drew the committee's attention to the poor state of the grassed parking area on the recreation ground. It was decided to discourage its use by any user of the hall until re-seeding can take place in the spring.

9) Heating Update

CE gave an update on the Ground Source Heat Pump project. GSHPs work best with under-floor heating rather than radiators. Replacing the Village Hall floor is a major undertaking and advice needs to be taken on whether this can be done. After reflecting on the options, the committee determined that the potential benefits – to the users of the hall, and to the environment, as well as reduced running costs - made the project worth pursuing and voted a sum of up to £600 for a feasibility study. This sum would be recovered in fund raising, should the project go ahead.

10) Community Website

The Committee noted the ER Village Hall website hosted by Kennet, but set up by Hew (<http://www.kennet-communityweb.com/site/Easton-Royal-Village-Hall/index.htm>). It was suggested that this URL should appear on all public communications henceforth. HH asked for suggestions on other uses for this facility, as communities may have up to 40 pages.

11) Hall Cleaning

Paula has resigned for personal reasons. The committee wish to express their appreciation for everything she had done for the Village Hall and its users. Beverley has offered to take on this vital task, which was due for review of hours/duties/remuneration (see last meeting minutes). Beverley to assess how much time is needed and to keep note of her hours, submitting an invoice to Simon on a monthly basis, based on current hourly rate plus inflation.

12) Commercial Waste Collection

A larger bin is needed, and it needs to be re-sited near the back door. This will make it easier to get to the roadside. More recycling boxes would be useful, too. Simon to ask Kennet DC about costs.

13) Any Other Business

- a) Christmas lights on the pine tree were vandalised last year, so Will Franks/Chris Lightfoot will hang them around the hall, where it is hoped they will be safer. Some lights need replacing.
- b) Naomi's clock still needs to be wired in (Chris Martin) and the open space sealed off (Pete Amor), as there is a condensation problem. Cedric to speak to CM.
- c) It is nearly a year since the fire alerted us to the fact that we need an additional power supply – (also awaiting Chris Martin's attention).
- d) There was a food hygiene inspection by Kennet DC on 14 November. The only point brought up was that there is some bare skirting board by the fridge which needs to be painted so that it is impermeable. Action: Melanie to arrange.

14) Date of Next Meeting

Sunday 21st January at 11:00am.