

Treknow Village Hall

04/05/2022

09.30am

Held in Hall

Meeting called by: Chair – Peter Bower

Type of meeting: General

Note taker: Carol Coupe

Attendees:

Peter Bower (Chair)	PB
Jenny Patterson (Treasurer)	JP
Carol Coupe (Secretary)	CC
Julie Sandercock	JS
Malcolm Prout	MP
Angela Freke	AF
Judith Bower	JB
Stuart Patterson	SP
Simon Lackford	SL

Apologies:
Jean Prout JP

Minutes

Discussion:

PB Opened meeting – welcomed and thanked everyone for attending

Apologies for absence

Previous minutes accepted as read

PB A warm welcome to Simon Lackford to this meeting and thanked him for joining the committee

Thank you to Jenny and Carol for their reports and work for the AGM held last week – agreed it was a successful meeting

Easter Raffle was a huge success and special thanks go to Julie and Jean for all their hard work organizing the event and selling tickets

Actions from last meeting:

- CC Guidelines for 'Partys' produced – discussion took place, agreed it should be titled 'Events / Partys'. Look further into producing some kind of 'Booking Form' for such events only.
PB/JB/CC to look into

Finance

JP(Tr) See printout for monthly breakdown.

Submitting reading to EDF monthly – Account standing at £136.64 in debit

Tariff change – December '22. A further discussion relating to energy usage at end of summer

With energy prices rising – propose hire charges for up to 2 hour sessions rise to £15.00 from June 1st 2022 – Agreed. **CC to inform regular booking clients**

Hiring of Hall / Bookings etc

- JP Guidelines for Partys / Events – discussion regarding 'Deposit' requirements. All agreed deposit should be £50.00 and hire charge for event £50.00
- PB For future bookings of 'presentations' – suggest looking into the purchase of a new projector – Agreed. **PB to look into**
- JS Purchase of a further 6 small tables – costing just over £600. Benefit the hall going forward for any future events. Agreed

Platinum Jubilee Celebration

- PB Date for event Friday 3rd June
- JS Event to run from 2 – 5pm, offering Cream Teas. Event to be advertised on Facebook.

Cleaning Rota

- JS Put together cleaning rota – see email. Agreed a once a week clean be undertaken

AOB:

CC Keysafe combination – for security suggest combination be changed – Agreed
CC to inform regular hirers of new code

JB Poster to advertise 'Bring and Borrow Library' **JB to create**

JS Could a 'Blade Flag' be purchased, to place outside during events to advertise the hall.
JP/SP to look into

Next coffee morning / sale to take place Wednesday 25th May. Suggests weekly through the summer (from 12th July) – in response to positive feedback from residents

CC Nigel Watson has offered to give photography presentations – his email has been forwarded to committee offering various options.
Discussion suggesting Autumn/Winter would be an ideal time for these.
CC to get back to Nigel to discuss

Other Information

Special notes:

Further Meetings

Tuesday 14th June at 10.30am