

## MINUTES OF GREAT WHITTINGTON VILLAGE HALL MEETING 20210621

1. Those Present. M. Gosling, B. Hinchcliffe, P. Hinchcliffe, A Maughan, M. McKenzie, M. Petrie, J. Wilkes, E Young.
2. Apologies were received from M. Bassendine, L. Gillam, A. Lawson, D Maughan, A Williamson
3. The minutes of the previous meeting were agreed as correct.
4. Matters arising.
  - Marquee. Sold for £1540. Thanks to MP for organising
  - WNCBC AGM. BH, PH, and EY attended zoom meeting. We are on the Heritage Project waiting list. The website portal was discussed. PAT test operators were required and PH volunteered.
5. Functional Reports.
  - Gardening. Thanks to K. Wojciechowska for undertaking the weeding of the outside border. To J. Pearson for lawn cutting. It was agreed to continue trimming ground elder and incorporate it into lawn.
  - Health and Safety. Fire inspector visit to be arranged PH to contact re visit on Thursday pm. Wash basin in kitchen on order. Evacuation plan completed by JW and to be put on notice board. First Aid box, JW to order. Safeguarding policy, MG has info from CAN and will produce document.
  - Finance. EY gave financial report. PH. to contact local people to ask if anyone would be willing to be an independent assessor. Still problems getting PH on mandate. JW and AM to be included in mandate.
  - Facebook. Going well with over 200 followers. Mirrors website for news items.
  - IT. Printer. It was agreed MG to buy suitable laser printer up to £300. WiFi, computer, projector and screen discussed. Matfen had obtained their equipment through grants. This to be progressed through sustainability project or V Jones NCC fund. A discussion re training as some grants are available for this. We had no knowledge of requirement so to be put on news sheet.
  - Maintenance. The roof had been repaired at cost of £480. Electrical testing completed at cost of £120. Lead testing completed at cost of £16. Negative test. Other minor repairs and improvements completed by committee members. Still to complete. Porch door lock, toilet self closure, curtain rails, gutter and gate post. Key box fitted outside office door. It was agreed other keys to be in office.
  - Events. BBQ date changed to 24th July due to Covid. Final plans to be discussed at next meeting. Coffee Morning to go ahead Covid secure and weather permitting to include a Children's drawing competition. Pub And Pizza Night to take place on 30th July. MG to do flyer for all events and EY to do float.
  - Bookings. WI MM reported summer meetings in Whittington and winter meetings in Matfen. Proggy Mat group to resume on 30th June. Pilates teacher had to postpone visit to hall but still interested in going ahead probably on an afternoon.
6. Report on CAN meeting.
  - Another very good training session with Louise Curry on trustees responsibilities. Two info sheets forwarded to all committee members. Next training session Health and Safety on 19th July at 2.00pm. EY asked all those who had not replied to her email re committee members to be trustees to do so.
7. Correspondence. No action to be taken.
8. Grant Application.
  - All have had draft sustainability report. Minor changes to be made. MG and PH to liaise re IT grant requirement. AM to remind DM and MM about lowering car park. Draft Energy Report received from Brian Watson just before meeting, PH to study, check and ask for any amendments. Two potential providers visiting hall Thursday and Friday. Grant initial meeting at Felton Village Hall 10.30am on 30th June. PH, BH, MB and MG to attend.

9. Any Other Business.

Highlights. EY and Jane Pearson had examined the theatre company's autumn season and it was agreed that EY would bid for two productions.

10. Next Meeting.

Thursday 15th July at 7.30pm