

## Minutes of Great Whittington Village Hall Committee dated 8th September 2021

1. Those Present. M. Bassendine, L. Gillam, M. Gosling, B. Hinchcliffe, P. Hinchcliffe, M. McKenzie, M. Petrie, C. Ross, J. Wilkes, E. Young. Apologies were received from I. Jackson, A. Lawson, A Maughan.
2. Appointment of Officers. Chair, P. Hinchcliffe, Treasurer E. Young, Secretary B. Hinchcliffe, Vice Chair, J. Wilkes. All were voted on unanimously. M Bassendine offered to assist in secretarial duties in the absence of B.H. Trustee declaration forms were circulated for completion.
3. The Minutes of the previous meeting were agreed.
4. Matters arising.
  - Food bank. Not needed in parish. M. G. to place details of West Northumberland Food Bank on website. M.B. to provide details.
  - Electricity. P.H. reported that the account would be sorted out by the end of the year and we were in a considerable credit which would be used during the winter. M. P. suggested keeping heating on at a low level during the winter. Agreed. P. H. to produce instruction sheet.
  - Bonfire Night. Food to be hot dogs and parkin. Fish and Chip Van would attend. No table tennis to be set up on night. M. P. to contact Sue Robson re arrangements.
  - Volunteers. M. G. reported four volunteers. Gay Bradbeer, Camilla Shirley-Bevan, Linda Bell and Kate Wallace. M. M. had invited them to attend coffee morning.
5. Functional Reports
  - Social.
    - Coffee Morning with table top sale. Successful and tables were going to return on 6th November and M. P. would organise other tables.
    - Friday Night at the Hall. Successful. This format to continue until start of Film Nights. Rota agreed for next five weeks. 17th Sept, Michele and Angus chilli. 24th Sept, Marion and Morris curry. 1st Oct Judith and Linz fish and chips. 8th Oct Emma and Maggie pizza. 15th Oct Ian and Chrissy food to be decided. Those responsible to check supplies prior to event. It was decided that as little use was made of the pool table to stop bringing it in.
    - Christmas social. To have beef and chicken casseroles, baked potatoes and fresh vegetables, a vegetarian option, selection of deserts, cheese, biscuits, mince pies and brandy butter. Half bottle of wine to be included in price of £15.00. It was agreed to have a raffle. All to be discussed at next meeting including entertainment.
    - Educational and Cultural M.B. has organised Linnels Farm for bulbs, bulbs and more bulbs on October 26th and CPRE on 16th November. No charge for entry and a pay bar. Hall to pay the £70 fee from donation. Next year show and tell in Jan by P.H., B.H., M. B. and others if found. Zebras in Feb by M.G. Re-enactment in summer by Nick Wilkes to be asked by J. W. M.P. raised the possibility of a careers night. After discussion it was agreed that M.G. would put on the website a request for mentors. C. R. Suggested a budget for events but it was decided that each event would be decided on merit.
    - Finance. E.Y. gave a financial report. She reported that she was still having difficulty initiating payments. P. H. suggested writing to the MD of Lloyds and would give her the name. She has to look into setting up gift aid.
    - Health and Safety. J. W. reported P. H. had written to fire officer re alarm in committee room. No reply yet. New health and safety file now in office and new accident book on kitchen shelf. Alarms to be checked weekly on Fridays along with room check. To be done by people on rota for Friday night. J. W. to produce weekly room check forms to be left on kitchen on shelf with alarm check form. Kitchen basin still awaiting fitment. Fire or incident contact to be change from P.H. to J.W. for the period he is away.
    - IT. M. G. reported delays with Universal so two more quotes being progressed. BT requiring a new pole might delay installation. A long discussion re the siting of the screen resulted in it to be located at top end of hall on the committee room wall.
    - Facebook. M.P. said nothing to report.
    - Gardening. M. B. thanked the committee for allowing the gardening group free use of hall. She reported that the village entrance horseshoe had been cleared. It was suggested she approach the PC for funds to replant. She hoped to swop seeds and sell plants at future coffee

mornings. M. G. raised the problem of ash die back which had come up at the PC meeting last night.

Maintenance. P. H. reported two manholes had been uncovered, curtains and tie backs fitted, store in cloakroom for AV system cleared, painted and lock fitted, gutter joints repaired and front window frames siliconed. A new key safe has been ordered for office.

Bookings. B. H. raised matter of hall charges. Single hour to remain at £15. It was agreed to charge £30 for half day use by local residents and £50 for all day. Commercial use to remain at £40 half day and £70 full day. B. H. agreed to revise information form.

6. Film Club. M. P., C. R. and I. J. to take responsibility for this. Discussion re licences. P. H. to give them details of contacts at Riding Mill and Corbridge plus details of the ACRE information sheet.

7. Grant Application. Nothing further to what had been presented at AGM.

8. A.O.B.

Freezer. It was agreed that M. M. could spend up to £100 on a second hand freezer and would also look into purchasing slow cookers.

Meeting with John Sadler re the way forward was unsatisfactory and no action is to be taken.

Heritage project. M. B. reported that the hall has been selected to take part in this project and next year was the fiftieth anniversary of the hall. She asked that it be placed on the agenda for the next meeting.

9. Next Meeting To be held by zoom on 6th October at 7.30 pm