

**WIXFORD VILLAGE HALL COMMITTEE**

**MINUTES – 19 NOVEMBER 2019**

**Present:** John Cain (Chairman), Angela Ballard, John Ballard, Gilli Coston, Jain Drinkwater, Sonia King, Julie Rodgers, Sue Vincent, Martyn Wilkinson

	<b><u>ACTION</u></b>
<p><b><u>Minutes of the Last Meeting</u></b></p> <ul style="list-style-type: none"> <li>The Minutes of the last meeting were agreed</li> </ul>	
<p><b><u>Treasurer's Report</u></b></p> <ul style="list-style-type: none"> <li>Bank Balances are:               <ul style="list-style-type: none"> <li>No. 1 account - £13,345.58</li> <li>No. 2 account - £7,500.97</li> <li>Petty cash - £89.28</li> </ul> </li> <li>Sonia to see Charlotte (Hay Yoga) as she believes there is a discrepancy on her account of £55</li> <li>Sonia has spoken to the Bank and internet banking can be set up without visiting the branch</li> <li>The new Treasurer will have to complete a new signatory form which Sonia has obtained</li> <li>John thanked Sonia for her work as Treasurer</li> <li>We will advertise the position in the next Newsletter. John Ballard has agreed to join the committee and, if no one comes forward, Angela and John will take on the role. Have since spoken with Angela while writing the Newsletter and we have decided not to advertise the position in the Newsletter but will bring this up at the Village Meeting on 25th January to see if anyone comes forward</li> </ul>	<p>Newsletter AB/JB</p>
<p><b><u>50/50 Club</u></b></p> <ul style="list-style-type: none"> <li>Prizes – No. 79: £30 – Alison Curtis, No. 69: £20 – Cheryl Cornish</li> <li>The December draw will take place at the Quiz</li> </ul>	
<p><b><u>Toilets/Kitchen Refurbishment</u></b></p> <ul style="list-style-type: none"> <li>The plumbing has been done. There was a leak from one of the toilets which has delayed the decorator. He plans to finish the decorating this weekend</li> <li>The kitchen floor will be levelled and painted</li> <li>Sonia will get towel rails, mirrors and toilet brushes and John B will fit them</li> </ul>	<p>SK/JB</p>
<p><b><u>New Village Hall</u></b></p> <ul style="list-style-type: none"> <li>Sue has been in touch with Piers regarding the Letter of Intent and is waiting to hear further from him – this has since been received on 21/11/19</li> <li>An extra village hall meeting took place to update the committee on meetings with Coventry &amp; Warwickshire Co-operative, Norton Lindsey Village Hall and Piers Daniell – see separate minutes already issued</li> <li>A discussion followed regarding the second presentation to the Parish Council</li> </ul>	<p>SV/Piers</p>
<p><b><u>Next Quiz – Friday 6 December</u></b></p> <ul style="list-style-type: none"> <li>As previously stated, Jain will not be available to help on the 6 December</li> <li>Help will be required to set up, run the quiz and tidy up</li> <li>Cost of the quiz will be £7.50</li> <li>Raffle prizes will be very much appreciated</li> <li>Sonia will arrange and collect the fish and chips</li> <li>Julie to prepare a flyer to send to the mailing list participants – Julie to speak to Angela re wording of flyer</li> <li>Sue to print the flyer for distribution around the village</li> <li>Advertise in the next Newsletter</li> </ul>	<p>All  All SK JR/AB  SV/All SV/AB</p>

<p><b><u>National Village Halls' Week</u></b></p> <ul style="list-style-type: none"> <li>• Angela has been in touch with a lady who wants to promote art clubs in small villages. She might be willing to do a taster event during this week with a view to doing a regular session</li> <li>• The Open Day will be on Saturday 25th January 2020</li> <li>• We will need to advertise this and invite our local MP, County/District Councillors, the local press, villagers and prospective hirers to attend</li> <li>• We will do a presentation to the village on Saturday, 25th January at 2 p.m.</li> <li>• It was suggested that we have a visitors' book for people's comments on our plans</li> <li>• For those who are unable to attend on the 25th , we will hold 2 additional open evenings on Tuesday and Thursday that week between 6 p.m. and 8 p.m.</li> <li>• Minimum committee members to run each session - 2</li> </ul>	<p>AB</p> <p>All</p> <p>All</p> <p>All</p> <p>Committee</p>
<p><b><u>Folk Evening</u></b></p> <ul style="list-style-type: none"> <li>• This will take place on Friday, 24th January. Jain to confirm with the provider</li> <li>• We need to advertise this by flyer and in the Newsletter</li> </ul>	<p>JD</p> <p>JR/Newsletter</p>
<p><b><u>Business Plan</u></b></p> <ul style="list-style-type: none"> <li>• A separate meeting took place to discuss and amend the first draft of the Business Plan. Sue to update changes, John to work on Finance, Gilli to work on the Risks and Issues, Martyn to provide technical text and photographs</li> </ul>	<p>GC/JC/MW/SV</p>
<p><b><u>Next Village Hall Meeting</u></b></p> <ul style="list-style-type: none"> <li>• There will be a Business Plan meeting in December. This will be on Wednesday 4th December at 1830 hours at Angela's house as the Village Hall will be in use</li> </ul>	<p>All</p>

Copy to: Andrew Reekes