

MINUTES OF MEETING ON WEDNESDAY 23 OCTOBER 2024

<u>Present:</u> Angela Ballard, John Ballard, Jo Broadrick, John Cain, Agata Majzel

Andrew Reekes, Sue Vincent, Martyn Wilkinson, Tom Parker – Parish

Council Representative

Apologies: Jain Drinkwater, Claire Coulter, James Coulter, Nick Dodds

	ACTION				
Village Hall Car Parking					
A discussion took place to discuss the outcome of the Church Fields AGM regarding					
village hall parking and to talk about possible options. Tom was not present for this					
discussion					
Minutes of Last Meeting – Agreed					
Matters Arising					
Hirers' Guidance					
 The following hirers' guidance usage documents are still outstanding: 					
AV – MW needs to talk to MB about this	MW/MB				
H&V – MW	MW				
Blinds – AM	AM				
Arrival/Departure Instructions – Jain has assessed these and AB/JB/SV are					
continuing to amend them	AB/JB/SV				
Meeting Room usage instructions have now been added to the list	MW/MB				
Tree by Stan's Fence					
• Stan is happy for the tree to be removed and suggested we might use a tree	15 (5 4) 4				
surgeon. JB and MW are reassessing this	JB/MW				
Noticeboard – Meeting Room	I.D.				
JB to purchase a small noticeboard similar to the one in the kitchen	JB				
Meeting Room Trolley					
MW believes the trolley for the chairs could be converted to double height to	MW/SR				
allow more space in the store room. MW to speak to Stan Russell	IVIVV/SIX				
Cleaner's Contract					
This has now been signed and the first clean has taken place					
Treasurer's Report and Accounts					
Accounts					
 A meeting took place on 22 October with the accountant who explained the 2023 Accounts in detail 					
• This has been a complicated procedure due to the complexity of the grant					
conditions and difficulties with the Charity Commission's specific software					
• He has had to revert back to 2022 when we commenced our first grant funding					
to produce an accurate picture of the total funding received					
 He has now gone away to finalise these, prior to them being signed by JC and 					
posted on the Charity Commission website					

•	The 2024 Accounts should revert to a simpler form of accounting as our grant	
Inc	receipts will be well below the £250,000 ceiling pme/Expenditure	
•	Expenditure is currently higher than income as was originally expected	
•	Running costs are currently being monitored	
	ure Spending Priorities	
	ustics	
•	The results of the survey are that we need 12 sq. metres of Class A product to improve the acoustics	
•	If we have acoustic panels the cost could be around £1,000, depending on specification, colour, shape, etc.	
•	MW to try to get some samples and he has already sent us photographs	MW
Sola	ar Panels	
•	JB has received the quotes from Stratford Energy for 14 and 28 panels on both sides of the roof and a battery on the back wall	
•	We will wait for the next payment of Millionaires Lottery Funding at the end of May 2025 prior to going ahead	May 2025
•	We also need to check if there are any Government Grants for Public Buildings	TO DO
•	AM has a lead from the Solar, Charging and Storage Facilities Fair at the NEC which she will follow up	AM
•	MB will get info on the solar panels which have been fitted to The Shed by an	
	Alcester company	MB
	ding Update/Snagging rm Remote Control	
•	Now that the kitchen sensor has been changed, we need to speak to Nick about	
	the alarm	AR
•	We need to arrange a meeting with the alarm people to set up the remote App. MB prefers this to be before the end of next week, i.e. before 1 November	JB/MB
Rer	note Heating Control	
•	MW to contact the supplier and arrange for them to visit and connect the	D 4347/D 4D
	heating controller to the IT system. MB prefers this to be before 1 November	MW/MB
Ele	ctrical Snagging	JB
•	JB to contact Craig re the outside light and one item in the Meeting Room	JB
•	an's Gate This has now been fixed	
Earl	y Day Motion in Parliament	
•	Following the Official Opening Ceremony, Manuela Perteghella has written to us	
	advising that she will be putting a motion of celebration in Parliament	
	highlighting the sustainability and community benefits that the village hall project has brought to Wixford	
•	AM has found an Early Day Motion on-line which she has already circulated	
•	AM to send the link to TP	AM/TP
•	SV to write to Manuela asking what the next steps are and when this will be official	Done
•	We will then need to discuss next steps and how we share the information	Committee

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	pdate on Bookings/Meetings with Potential Hirers to date					
•	SV confirmed that there has been further interest in the hall during the month					
•	is a result of the taster section, the remaining meeting classes that experience up					
	until Christmas:					
	- 2 Yoga					
	- 2 Zumba type classes					
	- 2 Tai Chi sessions					
•	Table tennis sessions have also started on Wednesday mornings					
•	2 further children's parties have been booked					
•	A business meeting took place last week in the Meeting Room					
•	A meeting took place with Aston Le Walls village hall committee who came to					
	visit the hall and discuss our journey with the project					
<u>C</u>	hildren's Parties – Cone Distribution					
•	Cones have now been purchased to put on Church Fields Road when children's					
	parties or larger events are taking place					
•	SV to forward a list of dates to committee members so that they can volunteer to					
	help AR put these in place	Done				
u	pdates on Events					
	ook Club					
•	We now have 10 members					
•	If anyone else comes forward, we will set up a waiting list with a view to running a					
	second book club					
•	MB recently attended on-line via a mobile phone which wasn't very successful. He					
	has suggested that we set up a proper link for future use	MB				
Ν	lacmillan Coffee Morning					
•	Thanks to Jo for organising this event, to Claire for providing a beautifully					
	decorated cake and to all those who contributed					
•	£500 was raised for this very worthy cause					
•	An acknowledgement and photographs to be put on the website/social media	AM				
Ν	lillionaire Street Lottery Winners					
•	3 of the winners accepted our recent invitation and attended the Coffee Morning					
	on 10 October to view the hall and chat with us about their surprise win and our					
	associated windfall					
•	They were very impressed with the hall and very supportive of the project					
Ρ	anning Future Events					
	/arm Hub/Computer Clinic					
•	There has been insufficient time to investigate the possibility of setting up a Warm					
	Hub/Computer Clinic to replace the Coffee Mornings over the Winter					
•	AB/SV will contact Warwickshire County Council and visit the Warm Hub at Salford					
	Priors Village Hall prior to the next meeting					
C	hristmas Music Evening					
•	Florence has confirmed her availability on Friday 13 December, and she has asked					
	us to confirm the type of songs we want her to sing					
•	AR's talk 'Wixford – History Made All Around Us' is complete and he suggested					
	that we could combine this with the Christmas Music Evening, i.e. start the					
	evening with the talk, followed by drinks and mince pies and then continue with					
	songs from Florence. The Committee thought this was a good idea					
F	uture Events					
•	Jo's contact, Ray, has now confirmed that he is available to do his talk 'My Life as a					
	Male Escort' on Wednesday 13 November					
_	We need to agree a start time and check how long the talk will take	JBr				

025 Events	
Ve need to put a plan together for 2025 Events:	
James has offered to do a couple of talks – James could you confirm your availability to Sue please	JCo
JC is awaiting to hear from the U3A band	JC
The stonemason should be contacted as he has offered to do a talk	JB
It was agreed that JC's Autism contact could give his talk at a future Coffee Morning	JC
Jo suggested that we should organise a Christmas Craft Fair for 2025. It was agreed that this was a very good idea. This will need to be discussed early in the New Year so that it can be advertised early enough to attract stall holders SV suggested that we should follow up on Magnus's recent offer of a Wine Tasting Evening. AR to ask LR to do this	Committee Jan 2025 AR/LR
oga	
3 committee members would like to see a more active yoga session in the hall. SV to message Hannah regarding this Table Tennis	Done
ad hoc table tennis sessions depending on availability. This was agreed and will be mentioned in the next Newsletter //illage Hall Cinema	AB/SV
We are considering starting a village hall cinema but are not sure whether this	
would be well supported	
SV to speak to Glyn Rogers who runs the Exhall cinema	SV
lewsletter	
AB/SV will draft a Newsletter updating the village and advertising future events and liaise with AR prior to distribution	AB/SV/AR
ocal Newsletter	
JC provided a copy of a local newsletter called Opengate which is prepared by The Graftons and Exhall	
This was something that the Committee were not familiar with	
Hall Advertising	
One of our hirers, who is a Graphic Designer, has further enhanced the flyer and recommended a reasonably priced printer	
This has been agreed by the committee and flyers should be available next week	
We plan to distribute these to the local businesses, on local noticeboards in	Committee
shops and to leave them on display in the hall for hirers to take away with them	
Committee members will also have their own supply to distribute where	Committee
appropriate romotional Materials	
SV suggested that we should purchase some promotional notepads and pens for	
use at business meetings. AB to follow up	АВ
AD confirmed the high of Hester Birch Three languages	
AR confirmed the birth of Hector Birch Throckmorton /ice Chairman	
AR believed it would be a good idea to elect a Vice Chairman	
Committee members are asked to email AR privately with their	Committee
recommendations prior to the next meeting	
Pate and Time of Next Meeting	
	Committee