

Greysouthen Village Hall Committee Meeting

Tuesday 22 March 2022, 7.45pm in the Village Hall

	Item	Notes	Action
1.	Present	Jen McCulloch (Chair), Chris Scrugham (Treasurer), Gwyn Lloyd (Secretary / Bowls), Roger James (Facilities Manager), Howard McCulloch (Seniors), Gabriel Hutchinson, Helen Davies (Parish Council)	
2.	Apologies	Ben Davies-McChesney (Marketing / Website), Adrian Sims (vice-chair / bookings), Katie Boichat (Craft & Crumbs) and Janette Pollitt (H&S)	
3.	Minutes	The minutes of the meeting of 8 February 2022 were approved and signed	
4.	Declarations of Interest	None	
5.	Matters arising	1. The electrician had repaired the internal emergency light above the front door, installed the external light over the rear doors and reset the cooker fan. 2. The first aid kit in kitchen had been replenished. 3. The fire risk assessment works had not yet started. Roger was authorised to price up the materials. 4. The six-monthly risk assessment of the land between the hall and Greysouthen House to be carried out this month. 5. E-vac chair – need to consider risk assessment and guidance for hirers on its use. 6. Booking Policy & Booking Form being reviewed. 7. Complaints Procedure had been updated.	Roger Janette Janette/Jen Adrian/Jen
6.	Chair's update	1. The Queen's Jubilee Celebrations– Jen waiting to hear from the Chair of the Parish Council about proposals (Helen advised that the public opening of the playing field running track was planned for the jubilee weekend) 2. Revised COVID notices displayed in hall. 3. Parent & Child play group in process of being set up - Jen to meet with the organisers on Friday. 4. Land Registry Title – the Official Custodian of Charities is now registered on the revised title. Clarification is being sought from the trust's legal advisor regarding the wording of the revised document. 5. Cumbria Community Foundation – reply awaited about eligibility of funding architect's fees. 6. Rookery Cottage – should the property come up for sale, it was agreed to write to the selling agents, so that prospective purchasers would be informed about the activities held in the hall	Jen/Helen John Jen Gwyn
7.	Risk Management	1. See item 5.3 above	
8.	Treasurer	1. Current bank balance: £36, 318.38; Income: £292.50 expenditure: £1,602.76. Running costs averaged £12.00 per day.	
9.	Grants	1. See item 6.5 above	
10.	Secretary & Documents	1. Nothing to report	
11	Maintenance	1. Foul-water drain had been repaired by United Utilities. 2. Old, unused chairs in loft – it was agreed to dispose. 3. Flowers on window-cills - agreed to replace	Roger

		4. Additional fire protection works – working party to be organised once materials purchased.	Roger
12.	Village Hall Development	1. No report.	
13.	Bookings	1. W.I. and bowls club looking for additional members. 2. The parish council planned a presentation about the village carbon footprint (date to be announced).	
14.	Marketing and Website	1. The next issue of the Gossip was due, soon.	
15	Events	1. It was agreed to explore how to provide help or guidance to volunteers willing to organise fundraising events for the hall.	All
16	AOB	1. None	
17	DoNM	AGM: Tues 17 May at 7.30 pm Village Hall, followed by a short meeting to elect Chair for coming year.	

The meeting closed at 9.00pm