

Greysouthen Village Hall Committee Meeting
Tuesday 7 November 2023, 7.00pm in the Village Hall

	Item	Notes	Action
1.	Present	Jen McCulloch (Chair), Chris Scrugham (Treasurer), Gwyn Lloyd (Secretary / Bowls) Howard McCulloch (Seniors), Janette Pollitt (H&S), Ewan Roberts (Parish Council)	
2.	Apologies	Adrian Sims (Vice Chair & Bookings), Roger James (Facilities) and Hannah Gate (Grasshoppers).	
3.	Minutes	The minutes of the meeting of 12 September 2023 were approved and signed	
4.	Declarations of Interest	None	
5.	Matters arising	1. Trustee Indemnity Insurance – it was agreed to take out a policy 2. Papyrus – a letter of thanks for the £500 donation had been received and would be displayed on the notice board.	Jen Jen
6.	Chair's update	1. Hall Insurance – Allied Westminster policy had been renewed. 2. Hall Lease – difficulty in finding a contact for the Harris Estate.	Jen
7.	Risk Management	1. Trust's Land – the owner of a dumpy bag of chippings had removed it from the land.	
8.	Treasurer	1. Income to date: £9,206 and expenditure £4,038. Current balance: £43,937 (this figure includes retained funds of £20,000). 2. Gas – costs likely to triple next year. Treasurer exploring new providers.	Chris
9.	Grants	1. No applications to be made until works and costs firmed up.	
9.	Secretary & Documents	1. No correspondence. All policy documents up to date.	
10	Maintenance	1. Loft – clearing out had commenced	
11.	Village Hall Development	1. Quantity Surveyor – had visited the hall today; report awaited. 2. Mechanical & Electrical Engineer – report and initial estimated costs of works (solar panels, heat source pumps, alarm systems, lighting and rewiring) circulated prior to the meeting. 3. It was not clear what assumptions had been made about type and thermal value of proposed insulation in arriving at calculations for heating requirements.	

	Village Hall Development (continued)	- The two existing kitchen sinks had been omitted from the M&E drawing and there was no indication as to where their hot water supply would come from. - Concerns were expressed about visible trunking for electrical cables. - The Architect to be asked to clarify paragraphs 3,4 and 5.	Jen
12.	Bookings & User Groups	- Register – users were failing to book in. - Children's parties – were popular. - Fitness & Wellbeing – the classes had finished. - Vaccinations – Janette had approached a local pharmacy about using the hall as a vaccination hub. Unfortunately venues for this winter had already been arranged. There was a possibility for next year.	Janette
13.	Marketing and Website	Website – updating of the site underway.	
14	Events	- Saturday 25 November – Grasshoppers Christmas Fayre - Sunday 26 November – Christmas Wreath Making (two sessions) - Saturday 2 December – Light up the Village - Friday 15 December – Christmas Whisky Tasting - Saturday 16 December – Greysouthen Festive Gather - The above events to be publicised on greysouthen.online and flyers to be delivered to all homes in the parish.	Volunteers
15	AOB	None	
16	DoNM	Tuesday 30 January 2024 at 7.00pm	

The meeting closed at 8.30pm