

HOLTON VILLAGE HALL MANAGEMENT COMMITTEE
THURSDAY 4TH JANUARY 2024 AT 7.30PM

MINUTES

Chair: Mel Ault

Attendees: Sonja Barter, Clive Ganczarski, Dave Holmes, Sue Holmes, Stella Oakes, Dominique Smith, Clare Wright

Apologies: Jane-Patricia Farrow, Helen Webb

1. Approval of Minutes 4th December 2023

Proposed by **DH**, Seconded by **CG**, Signed by **MA**.

2. Matters arising (not covered elsewhere)

None

3. Financial Matters

SB had circulated the Annual Accounts prior to the meeting.

DH proposed they could go for audit. Seconded by **CG**.

The cash balance was reconciled and signed by **CG**.

Although cleaning costs had increased it was agreed that it is important to maintain high standards for hirers.

The Reserve Policy was kept at £15,000 – to be reviewed in 6 months.

The donation bucket from the Advent Windows raised £605.46. **CG** suggested that Gift Aid should be claimed from this. **SB** will follow up.

4. Events

- **Afternoon Teas** – **DH, SH and DS** reported that the December tea was successful. Two afternoons are planned in January with plans to continue as long as they are successful.

- **Living Advent Calendar**

MA opened the evaluation by saying that every evening in December was too much. **SO** agreed and added that the event was hugely successful within the community, particularly for newcomers which was endorsed by **CG**. December had been very enjoyable with an excellent standard of windows and refreshments. **CW** said some villagers do like to go out each evening.

It was agreed that the idea of a Living Advent Calendar following Lockdown was a sound idea and this third year was particularly successful. However, villagers had commented also that it had got too much. The question was raised if it was now time to revamp the idea.

DH knew of a village that had illuminated tractors processing through. It was decided to review in July and make plans for December.

Future Events:

- **Film Night** – January 26th 2024 showing of ‘Dream Horse’.
Tickets £5 and £2 for refreshments.
Bar open 7pm, 7.30pm film starts.
Advertising done.
Cakes to be provided by **SO, SH and CG (SG)**.
- **Folklore Evening** – TBA
- **Future Bar Nights**
January 12th – a presentation by ‘Gigaclear’
February ? – **MA** to confirm with Deb Bale if she can present on ‘Genealogy’ (with a good title)
March ? – Jack Turner on his new book
Gluten free beer is needed and white wine for Bar
- **Future ideas**
April – Games Night?
May – Trivia Quiz?
Discuss at February meeting with ideas for fundraising

5. Bookings Update

DH and SH confirmed that there had been a recent increase in actual bookings with more enquiries.

More daytime bookings are needed.

6. Property Matters

- **Defibrillator**
This is now installed and is fully insured. It was decided that only the committee need to have the code as it can be activated by dialling 999. The device needs checking weekly – the task to be added to the Hall check/Bins Rota – review at end of year.
SB to contact Emma Mobbs and request the offered shortfall of cost - £200.
15 have signed up for training so far.
St. John’s Ambulance cannot deliver training personally but they will give 1.5 hours free by Zoom – **CG** to re-contact saying this is acceptable.
CG spoke of an available app.
- **Hall floor**
MA getting a further quote
- **Boiler Service** – due in February 2024

- **Bar Chiller**
DH gradually disposing of it
- **Christmas decorations**
These are down and placed back in the loft.
- **Chairs in the loft**
10 have been brought down and place with the other chairs. There are still 10 in the loft.
- **Leak in the roof**
Ongoing investigations

7. Rota for Bins/Hall check/Defibrillator check

CW – January

MA – February

DS – March

SB – April

CG – May

JPF – June

AM – August

SO – September

8. AOB

- **DH /SH** to purchase a new board for the Green
- **SB and JPF** are away early February. **SH** will return deposits on bookings.

9. Date of next meeting : Monday 5th February 2024 at 7.30 pm.

The meeting closed at 9.10pm.