

# BLISLAND VILLAGE HALL

## GENERAL MANAGEMENT COMMITTEE

**Chairman: Phil Shepherd**

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**Treasurer: Clare Sprenger**

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**Secretary: Lin Teasdale**

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Registered Charity No. 300039

### Minutes of the Village Hall Committee Meeting held on Monday 13 May 2024 in the Manor Suite at 6.30pm

#### 1. Present:

Phil Shepherd (Chair), Lin Teasdale (Secretary), Clare Sprenger (Treasurer), , Kelly Pengelly (Vice Chair), Steve Teasdale, Keith Lowden and Anne-Marie Irons

#### 2. Apologies

No apologies were received.

#### 3. Minutes of the meeting held on Monday 15 April 2024

The minutes of the meeting held on Monday 15 April 2024 were **agreed** as a true record and approved.

#### 4. Matters arising:

- **Brief Update on the short Meeting held on 27 March 2024**

Phil reported that this meeting had been held to finalise the arrangements for the Easter Fayre 2024.

- **Coffee Mornings Update**

Phil reported that the Coffee Mornings were being held fortnightly and had been a success so far. It was noted that this was not a Village Hall event.

- **Update of the Meeting with the Shop & Art Fayre (Institute)**

Phil confirmed that two separate events were being held this year and a meeting was being arranged for December 2024 to discuss plans for events in 2025, together with the shop and Art Fayre. Lin agreed to chase the shop for a date. **Action:** Lin

Keith reported that he would be asking Stall Holders at the Christmas Fayre if they would like stalls at the Easter Fayre 2025. It was agreed that this would be held on Easter Saturday, 19 April 2025. **Action:** Keith

- **Wellness Warriors**

Clare reported that she had passed on the hall availability in the evenings to Holly Tomlin (North Cornwall Dance & Fitness) for her consideration (Wednesday, Thursday (7pm onwards) and Friday). She was yet to hear back from Holly with a preferred evening. It was agreed by the Committee these evenings would not be held indefinitely if someone else came along in the meantime.

- **Chair based Aerobics Update**

Anne-Marie reported that she was still following this up and would update the Committee at the next meeting. **Action:** Anne-Marie

- **Craft Club**

Steve reported that he still needed to follow this up and would update the Committee at the next meeting. **Action:** Steve

- **Josh Curnow**

Kelly reported that she still needed to catch up with Karen and would update the Committee at the next meeting. **Action:** Kelly

- **Robert Barratt**

Phil agreed to liaise with Robert Barratt to see if this event could be progressed as agreed at the last meeting. **Action:** Phil

- **Barn Dance**

Anne-Marie reported that the Splann Band was £700.00 and they were not available to run an event in the Village Hall. They had provided some further Bands that maybe interested and the Committee agreed that Anne-Marie should follow these up with a potential date in October 2024 to ascertain costings for the Committee to consider. **Action:** Anne-Marie

- **Bingo Night**

Kelly proposed that this event should be held on Saturday 20 July 2024 and she was happy to approach companies for prize donations. She estimated that at least 27 prizes were needed and she suggested that summer hampers could be made up with some of the donations. Bingo books of six would be sold for £10.00 on the door and there would also be a raffle on the night. The Committee agreed the proposed date and for Kelly to go ahead and organise this event, including writing to companies. **Action:** Kelly

- **Elections 2 May 2024**

Clare confirmed that the Village Hall would be paid for the hire of the hall for the Elections on 2 May 2024, but this had not yet been received.

- **The Commoners**

Clare confirmed that the Village Hall was paid by the 'the Commoners' when they hired the hall.

## 5. **May Dance**

This event had been a success and had made a profit. There had been positive feedback from those that attended. The Committee agreed to hold another dance / disco on Friday 13 September 2024. Keith agreed to approach DJ Paul to see if he was available on this date. **Action:** Keth.

The Committee agreed that it would be good to have regular annual events going forward.

## 6. **Fire Ramp & Solar Panels**

The Committee agreed that the Fire Ramp and Solar Panels should be put on hold until the outcome of the survey was known, so it was clearer what the priorities were going forward for the upkeep of the Village Hall.

Clare confirmed that she was currently applying for a grant to enable this survey to be undertaken and that she needed to supply some further information for the grant application, including the deeds for the Village Hall. The Committee agreed that Clare could purchase these from the Land Registry if these could not be found. **Action:** Clare

Kelly reported that she could approach an electrician, who installed solar panels in the meantime, just to come and have a look at the solar panels to maybe offer some advice to the Committee. The Committee agreed to this proposal. **Action:** Kelly

### **7. Building Maintenance Sub-Committee**

Phil reported that a sub-Committee had been set up to look at Building Maintenance, the membership was Phil, Keith, Steve and Clare. The Sub-Committee would feedback to the Committee on a regular basis.

**Action:** Phil

### **8. Fundraising Campaign**

Phil reported that this should be put on hold until the outcome of the survey was known. It was agreed that fundraising was needed for the day to day running of the Village Hall, as well as for maintenance work.

Phil agreed to approach the local Councillor, Jenny Cruse, to see if any monies were available to the Village Hall to help with any works required. **Action:** Phil

### **9. Finance Reports**

Clare presented the Treasurer report, previously circulated and she highlighted the key areas to the Committee.

It was noted that the estimated surplus (profit) of £31.50 for the year ending March 2024, had now risen to £151.99 because we had received more interest on the deposit account than expected. This number would not be finalised until the accounts have been audited. **Action:** Clare

### **10. Picture Exhibition Update**

Phil reported that the posters would be circulated this week. It was agreed that this would also be circulated outside of the village. Kelly agreed to put some up at the school.

It was noted that the church had some old records and Kelly had some old pictures from the school that would also be displayed at the exhibition.

Kelly reported that Gill Pengelly had kindly offered to make some scones. Kelly would ask Gill to make 50 scones for the Saturday. **Action:** Kelly

It was agreed that the 50 scones that had been frozen from the Easter Fayre would be used on the Sunday.

Beast in Barn has kindly offered to provide the jam and Phil agreed to purchase the clotted cream. **Action:** Phil

Offers of cakes had also been made from Gill and other Committee members for both days.

It was agreed that wine and beer would be available on each day.

The Village Hall would be set up on the Friday afternoon at 1pm.

### **11. Meditation Group Potential Regular Booking**

Phil reported that this had not progressed and he had not heard anything further following his initial communications. It was agreed that this would not be followed up.

## **12. Table Top Sale**

A date for this event was agreed, Saturday 29 June 2024. A table would cost £5.00 and would need to be booked in advance with Phil. It was also agreed refreshments would be available. This would be discussed further at the next meeting. **Action:** Lin

## **13. Breakfast with Santa 2024**

Kelly reported that Heidi was still keen to run this event. It was agreed in Heidi's absence this would be deferred to the next meeting. **Action:** Lin

## **14. Donation Box**

This had now been purchased. Steve agreed to mount it in the Village Hall entrance above the table that was in there. Signs would also be placed in the main hall to say where it was located. **Action:** Steve & Phil

## **15. Summary of Events**

The Committee agreed that this was a useful document. Lin agreed to keep it updated as and when required and circulate it with the appropriate minutes. **Action:** Lin

## **16. Workplan Completed Actions & Follow Ups**

The Committee agreed that the following could be marked as completed on the Workplan and deleted.

- May Dance 2024
- Raffles for Fundraising
- Table Tennis Reserve Monies
- Update of website & New Logo
- Maintenance Duties undertaken by Ron
- Website to include future events (including those outside the Village)
- Launch of Memory Clinic

**Action:** Lin

Lin reported that there were a few items on the workplan that had not progressed and the following was agreed:-

- Health & Safety Check List – should be carried out monthly. **Action:** Steve & Phil
- Terms & Conditions of Hiring the Village Hall - should be an agenda item for September 2024. **Action:** Lin

## **17. Any Other Business**

Steve reported that the Committee had left the rubbish in the kitchen following the May Dance which was unacceptable. This had been an oversight by the Committee and would be rectified urgently. **Action:** Steve & Phil

## **Date of Next meeting**

The date of the next Committee meeting would be at **6.30pm** on Monday 10 June 2024

The meeting closed at 7.50pm with thanks to all for attending.

# BLISLAND VILLAGE HALL

## SUMMARY OF EVENTS 2024/2025

<b>Date</b>	<b>Function</b>	<b>Committee Lead</b>	<b>Status</b>
<b>25 &amp; 26 May</b>	<b>Picture Exhibition</b>	<b>Phil</b>	<b>Confirmed</b>
<b>29 June 2024</b>	<b>Table Top Sale</b>	<b>Karen</b>	<b>Confirmed</b>
<b>20 July 2024</b>	<b>Bingo Night</b>	<b>Kelly</b>	<b>Confirmed</b>
<b>24 August 2024</b>	<b>Village Fayre (Cream Teas)</b>	<b>Phil</b>	<b>Confirmed</b>
<b>13 September 2024</b>	<b>Autumn Dance</b>	<b>Phil</b>	<b>Confirmed</b>
October 2024	Barn Dance	Anne-Marie	To be Confirmed
<b>30 November 2024</b>	<b>Christmas Fayre</b>	<b>Keith</b>	<b>Confirmed</b>
December 2024	Breakfast with Santa	Heidi	To be Confirmed
February 2025	Josh Curnow	Kelly	To be Confirmed
<b>19 April 2025</b>	<b>Easter Fayre</b>	<b>Keith</b>	<b>Confirmed</b>