

# BLISLAND VILLAGE HALL

## GENERAL MANAGEMENT COMMITTEE

**Chairman: Phil Shepherd**

Foxdown  
Tregenna Road  
Blisland, Bodmin  
Cornwall PL30 4JS

[Phil.shepherd@btinternet.com](mailto:Phil.shepherd@btinternet.com)

Tel: 07488333375

**Treasurer: Clare Sprenger**

Manor Close  
Blisland, Bodmin  
Cornwall PL30 4JY

[clare@sprenger.family](mailto:clare@sprenger.family)

**Secretary: Lin Teasdale**

Manor Close  
Blisland, Bodmin  
Cornwal PL30 4JY

[linteasdale1@gmail.com](mailto:linteasdale1@gmail.com)

Tel: 07722278898

Registered Charity No. 300039

**Minutes of the Village Hall Committee Meeting held on  
Monday 26 February 2024 in the Manor Suite at 7pm**

**1. Present:**

Phil Shepherd (Chair), Lin Teasdale (Secretary), Clare Sprenger (Treasurer), Steve Teasdale, Keith Lowden, Heidi Hill, Kelly Pengelly and Anne-Marie Irons (for part of the meeting)

**2. Apologies**

No apologies were received.

**3. Minutes of the meeting held on Monday 22 January 2024**

The minutes of the meeting held on Monday 22 January 2024 were **agreed** as a true record and approved.

**4. Matters arising:**

• **Ramp for fire escape Update**

Kelly reported that she had spoken to Tony Pengelly and he agreed to look for the original quote for these works. He would then do an updated quote for the Committee to consider.

• **Film Nights Update on Licence**

Phil reported that he was still researching how the Village Hall could obtain a copyright licence. **Action:** Phil

• **Terms and Conditions for Village Hall Update on Draft & Approval**

Phil reported that he needed to update the Terms and Conditions following Committee feedback before emailing to the Committee for virtual approval. **Action:** Phil

• **Online booking Update**

Phil reported that he had created a spreadsheet for bookings, which could be accessed via the Village Hall website. He agreed to also look into setting up an online calendar. **Action:** Phil

The Committee agreed not to pursue purchasing an online booking system at this present time as the Hall is not receiving enough outside bookings to justify the cost.

• **Spring Dance & Josh Curnow Update**

The Committee agreed a potential date for the Spring Dance of Saturday 4 May 2024. It was agreed that there would be advanced ticket sales only and no purchasing of tickets on the night. Keith would liaise with Paul the DJ to see if he was available on this date. **Action:** Keith

It was agreed that there would be a simple buffet and a bar on the night. Ticket prices would be determined once costings were known.

Kelly agreed to contact Josh Curnow to see what he would charge and to check his availability, possibly for October 2024. **Action:** Kelly

- **Steam Train Restaurant Update**

Clare reported that after looking into the cost of this, it was not viable to pursue this idea. The Committee agreed that this would not be taken any further and removed from the workplan. **Action:** Lin

- **Easter Fayre Update**

Keith reported that there were 24 stalls now confirmed. 5 of these stalls would be situated in the carpark. The food that would be provided on the day needed to be organised and it was agreed that 100 baps should be purchased for the Friday in readiness. Heidi agreed to purchase these alongside the clotted cream for the afternoon teas. **Action:** Heidi

Cooking oil and spread would need to be purchased nearer the time, along with the bacon and sausages. **Action:** Keith

Committee members present, excluding Anne-Marie who had left the meeting, agreed they would be available on the day to ensure the smooth running of the food service, including cooking and serving. **Action:** All

Phil agreed to contact Karen Wylds to see if she was still able to help with the Easter Egg Hunt on Easter Sunday and to use the funds she had previously identified. **Action:** Phil

It was agreed that the event should start at 10.30am, Phil would draft a poster and Kelly agreed to advertise it in the school at the appropriate time. **Action:** Phil & Kelly

- **Johnny Cowling Update**

Phil reported that this event was a sell out; a total of 80 tickets had been sold. Keith and Steve agreed to top up the bar supplies for the night. **Action:** Keith & Steve.

It was agreed that bar prices would remain the same as the last event.

Snacks for the tables consisting of crisps, cheesy biscuits and peanuts, would be purchased by Lin and Steve. **Action:** Lin & Steve.

The fire marshals on the night would be Katie, Clare, Lin and Phil.

The village hall would be decorated on the Friday and the tables set out on the Saturday. Phil would contact Johnny Cowling prior to the event. **Action:** Phil

## 5. Treasurer Reports / Update

Clare presented the Treasurer reports, which had previously been circulated and she highlighted the key areas to the Committee. It was noted that there had been quite a lot of money banked, but there had not been any outgoings. EDF was due to take their payment for February of £70.00 which would come out on 28 February 2024. It was noted that there was a surplus of £14.99 to date.

Clare reported that she was currently liaising with the Parish Council to ascertain if they should be paying for the hire of the Manor Suite for their meetings.

## 6. Social Media Update

Phil updated the Committee and informed them that the advertising of events was well integrated now and he was able to advertise to surrounding villages, as well as locally, when applicable. It was also noted that the website still needed updating. **Action:** Phil

## 7. Village Hall Committee Constitution

The Committee agreed to defer this until September 2024.

## 8. Ideas for Further Events 2024

The Committee noted that there was a lot of maintenance work that needed to be carried out and therefore, a schedule of events was needed.

Some ideas from the Committee included:

Raffles, with a target board to show the parish what the Village Hall was saving towards, for example, repairing the roof. Donations from local businesses was discussed for prizes.

Raffle on the door for the Spring Dance event and future events.

Asking the pub to donate their charity money raised by the Wednesday quiz night occasionally.

Theme nights / food nights, e.g. Curry night, Pie night

Bingo nights

Keep fit Classes

## 9. Review of Village Hall Charges

Clare reported that she had done some research into revenue received from bookings and this was currently covering the running costs of the Village Hall with a little surplus, outgoings included utility costs and a general level of maintenance. It was agreed by the Committee not to increase the charges at this present time and these should be reviewed again in 12 months' time or sooner if felt necessary.

## 10. Workplan Completed Actions

The Committee agreed that all completed actions should be deleted from the workplan once reviewed by the Committee. **Action:** Lin

Lin advised the Committee of the completed actions to date and it was agreed that the Auction of Promises should remain on the workplan at this current time for further discussion. **Action:** Lin

## 11. Election of Vice Chair

Phil nominated Kelly to become Vice Chair, this was seconded by Keith. All other Committee members in attendance, excluding Anne-Marie who had left the meeting voted in favour of this nomination.

## 12. Coffee Mornings

This was discussed by the Committee and it was agreed the first step was to approach the Parish Council to ascertain if the Village Institute would be available to hold these free of charge. It was suggested that the Parish Council should also be approached to see if they would offer a donation towards setting this up. **Action:** Phil

There was a brief discussion regarding holding these in the Village Hall, but it was agreed that the Institute would be the best place, as they had previously been held here by village volunteers, who had now stepped down.

## 13. AOB

### • Solar Panels

It was noted that Clare would like to do some investigations into the solar panels to ascertain why they were not working correctly, in conjunction with Steve, to see if they could be fixed or needed replacing completely. The Committee agreed to this being undertaken. **Action:** Clare & Steve.

## Date of Next meeting

The date of the next Committee meeting would be Monday 18 March 2024 at **6.30pm**.

The meeting closed at 8.35pm with thanks to all for attending.