

BLISLAND VILLAGE HALL

GENERAL MANAGEMENT COMMITTEE

Chairman: Phil Shephard

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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 Tuesday 17 December 2024 in the Manor Suite at 7.30pm

1. Present:

Phil Shephard (Chair), Keith Lowden, Clare Sprenger (Treasurer), Steve Teasdale, Bob Smith, Anne-Marie Irons, Heidi Hill and Lin Teasdale (Secretary)

2. Apologies

Apologies were received from Kelly Pengelly and Katie Vause

3. Minutes of the meeting held on Tuesday 19 November 2024

The minutes of the meeting held on Tuesday 19 November 2024 were **agreed** as a true record and approved.

4. Matters Arising:

• Josh Curnow Update

Phil reported that an advert had been placed in the Community News and the tickets were all printed. These were numbered 1 to 81 and would go on sale in the community shop on 2 January 2025. Tickets could be purchased in cash, by card or bank transfer. There would be no reserving of tickets and the event would start at 8pm.

• Christmas Fayre Report

Phil reported that this had been a great success and special thanks should go to Keith for organising all the stall holders. Thanks should also go to all those that helped set up and for their help on the day.

Heidi requested that a letter of thanks was sent to Barnecutts for their donation of the baps; which they had also donated for the Easter Fayre in April 2024. **Action:** Phil

Keith felt that the take up of Santa's grotto was a little on the low side which affected some of the stalls as they were aimed at children. It was agreed that there would be better advertising next year and the posters would state that a visit to Santa was free of charge, which might encourage more children to come. **Action:** Phil

• Hire Terms & Conditions

This item was deferred until the next meeting. **Action:** Lin

- **Blisland Meal 18 December 2024**

Phil reported that the Christmas lunch organised by Gill Pengelly (Tinks Catering) on 18 December 2024 would be attended by 25 people from the village. A bar would be run by the Village Hall and drinks would be sold at cost.

A discussion followed regarding the future of the Blisland Christmas meal, that had been supported in the past by the Parish Council and the Village Fayre Committee and was therefore free to attend.

The Committee agreed to be the co-ordinator of this event for 2025, which was proposed by Keith, seconded by Steve and was fully supported by the remaining Committee members. It was suggested that local organisations should be approached for financial donations. This would be discussed further in 2025. **Action:** Lin

5. Finance Report

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

Clare reported that there was a surplus of £1,891.05 to date for this financial year.

Clare requested permission from the Committee to transfer money from the Deposit account in January 2025, to pay for the roof strengthening work. She suggested that £5000.00 was withdrawn to ensure that there was enough money to pay for the works. She would then return anything over the agreed amount of £5000.00 bank balance back to the Deposit account once the works had been paid for. All Committee members agreed to this proposal and that Clare should take the appropriate action needed. **Action:** Clare

6. Maintenance Report

Steve reported that the new metal top still needed to be fitted on the oil tank and he agreed to chase this. **Action:** Steve

Steve and Bob would be fixing the curtains on the stage of the Village Hall as all the parts to do this had now been received. This would be done sometime in January 2025. **Action:** Steve & Bob

The slates on the roof had been secured temporarily after the storm and Steve suggested that the builder looked at these whilst strengthening the roof in the main Village Hall on 6 January 2025. **Action:** Steve

The safety of the Car Park was discussed in light of the loose slates and it was agreed that Bob would include this in his Car Park risk assessment and would inform the Committee of any action that needed to be taken. **Action:** Bob

7. Health & Safety Update

Bob reported that the electrical check of the Village Hall would now be carried out when the Hall was closed for the works on the week commencing 6 January 2025; this would enable any works to be carried out at the same time that was required on the electrical equipment.

The 2 fire extinguishers had now arrived and one of these would be fitted in the vicinity of the Manor Suite. **Action:** Bob

The damp readings had not got any worse following the last storm.

Bob stated that he would be going through the first aid boxes to ensure all items were in date and to remove those that were not in date. **Action:** Bob

8. Central Heating Programme Issue

Phil explained that the battery in the central heating programmer had failed; therefore the programmer needed to be refurbished or a new one or reconditioned one would need to be purchased.

After some debate the Committee agreed that Bob should ask the electrician coming in on 6 January to have a look at this as well to see what they recommended. **Action:** Bob

9. Meal / Quiz Night

The Committee agreed that the meal night should be postponed until March 2025 and on the 25 January 2025 a quiz night should be held instead. This decision was made as it was felt the timeframe to hold the meal night was too short and organising numbers would therefore be difficult. The meal night would be discussed in more detail at the next meeting. **Action:** Lin

Keith agreed to lead the quiz night, he would organise all the questions and be the quiz master on the night. **Action:** Keith

It was also agreed that there would be teams of 4, at a charge of £1.50 per head to be paid on the night. Doors would open at 7pm for a start time of 7.30pm.

Phil agreed to advertise in the next Community News. **Action:** Phil

10. Workplan Update

The Committee agreed that the Christmas Fayre 2024 could be marked as completed on the Workplan and deleted.

Lin reported that there were quite a few suggestions on the workplan for future events. It was agreed that these would be discussed at the January meeting when the events plan would be looked at for the year.

Action: Lin

11. Any Other Business

• Funding Available for Village Halls

It was noted that Government funding was currently available for village halls to apply for. However, Clare informed the Committee in order to apply the Village Hall would need Safeguarding Policies in place, both for children and Vulnerable Adults and have a project in mind.

Other sources of funding were also discussed.

It was agreed by the Committee that firstly the Village Hall needed the appropriate safeguarding policies in place. Bob agreed to look at drafting these and would present them to the Committee for comment once drafted. **Action:** Bob

• Loaning of a Table Tennis Table to Helland Village Hall

The request from Helland Village Hall to loan a table tennis table was discussed at length by the Committee and 2 options were proposed:

1. To loan the table
2. For the table to remain in the Village Hall and to offer Helland the use of the table in the Hall at residential rates.

The Committee voted on these 2 options as follows:-

2 voted yes to the loan of the table
3 voted no for the loan of the table
3 votes abstained

It was therefore, agreed that the table would remain in Blisland Village Hall and Helland would be offered the use of the table in the Village Hall at residential rates.

- **Community Shop Meeting**

Lin confirmed that this meeting had been rearranged and would now be held on 16 January 2025 at 6pm. Clare and Lin would attend on behalf of the Village Hall Committee. The aim of this meeting was to discuss plans for Christmas 2025. **Action:** Clare & Lin

- **Santa's Grotto**

Clare asked when the equipment used for the Santa's grotto would be collected from her garage and returned to its owner. Phil agreed to contact them to arrange its return: **Action:** Phil

The Committee agreed that a thank you present would be purchased by Clare for the sum of £20 to £30.
Action: Clare

- **Chair Fitness Classes**

Anne-Marie informed the Committee that the weekly Chair Fitness classes would be commencing on Thursday 23 January 2025 starting at 2.30pm for one hour.

- **Remote Voting via Email by Committee members**

It was noted that the Committee had voted via email for the renewal of the Village Hall Insurance and the new electricity contract:

Village Hall Insurance – 8 yes votes were received and 0 no votes. Therefore, Clare went ahead and renewed the Insurance Policy on the majority vote.

Electricity Contract – 8 yes votes were received and 0 no votes. Therefore, Clare went ahead and signed the new 2 year contract for the electricity supply with British Gas on the majority vote.

Phil took the opportunity to thank all Committee members for all their hard work throughout the year and to wish everyone a Merry Christmas.

Date of Next meeting

The next meeting will be on **Tuesday 14 January 2025 at 7.30pm** in the Manor Suite.

The meeting closed at 8.40pm with thanks to all for attending.

BLISLAND VILLAGE HALL

SUMMARY OF EVENTS 2024/2025

Date	Function	Committee Lead	Status
25 & 26 May	Picture Exhibition	Phil	Completed
29 June 2024	Table Top Sale	Karen	Completed
20 July 2024	Bingo Night	Kelly	Completed
24 August 2024	Village Fayre (Cream Teas)	Phil	Completed
20 September 2024	Autumn Dance	Phil	Completed
25 October 2024	Whippletree Ceilidh Band	Anne-Marie	Cancelled

30 November 2024	Christmas Fayre/Breakfast with Santa	Keith	Completed
25 January 2025	Quiz Night	Keith	Confirmed
22 February 2025	Josh Curnow	Kelly	Confirmed
19 April 2025	Easter Fayre	Keith	Confirmed