

**HOLTON VILLAGE HALL MANAGEMENT COMMITTEE**  
**Monday 6th January 2025 AT 7.30PM**

**MINUTES**

**Chair:** Mel Ault (MA)

**Attendees;** Sonja Barter (SB), Dave Holmes (DH), Sue Holmes, (SH), , Dominique Smith (DS), Andy Murray (AM), Clare Wright (CW),

**Apologies;** Clive Ganczarski (CG), Jane-Patricia Farrow (JPF)

**1. Approval of Minutes 2<sup>nd</sup> Dec 2024**

Proposed by **DH**, seconded by **SB** signed by **MA**

**2. Financial Matters – SB** had circulated the Cash movement summary and the Summary of the end of year accounts to all Committee members prior to the meeting.

**SH** checked figures against the Bank statement & signed the document.

**SB** talked through the various items on these documents.

**AM** queried our current Reserve policy – **SB** explained how the figures had been decided. A 'reserve' of approximately 6 months running costs (estimated at £8k) plus an amount to cover unexpected breakdowns/ repairs, giving a total reserve amount of £15k. All agreed this was an acceptable figure.

**SB** will update the information in this document as it is due for review this month.

**MA** proposed to accept the Financial accounts and CW seconded the proposal.

The accounts will now go to an external Auditor.

**3. Events**

**Afternoon Teas** – will continue

**Quiz Night-** went well with (mostly) positive feedback from everyone that attended.

**Living Advent windows** – went well and enjoyed by those that attended.

**Future Events**

**Film Night**     Friday 31<sup>st</sup> January 2025– Wicked Little Letters  
                         Friday 14<sup>th</sup> March 2025- to be decided

**Quiz Night**     possibly 11th April – Jas Smith-East has volunteered to prepare the questions so she will be contacted to see when she is available.

## **50<sup>th</sup> Birthday of Village Hall- Saturday 25<sup>th</sup> Oct 2025**

MA has booked local Ceilidh band "Mouse & Trousers" £500.

However, DH questioned the financial viability of this event following feedback so far, from various local residents. To cover costs of the band and food we would have to charge possibly more than would be acceptable to some.

Whilst the Village Hall could pay for it all, we have limited funds, especially in view of the maintenance items that will need to be funded over the next couple of years.

**MA** to contact Ceilidh band "Mouse & Trousers" to ask about their cancellation policy. Also Saturday 25<sup>th</sup> Oct is the first Saturday of half term, so it was decided to change the date of this event.

**MA** to contact the Parish Council with regard to any funding that may be available.

**MA** also to speak to the Holton Players to see if they would be willing/ able to provide some sort of musical entertainment.

### **4. Bookings Update** -income from hiring out the Hall was down last year (2024).

Bridge club have now left and the number of private hires is reduced.

Our running costs are not being covered by the hire income.

**SH** showed a survey done of the Hire charges of other Village Halls.

Many have charges of £20+ per hour for similar premises (with reduction for locals). But none have the availability of a licensed Bar and many only have very limited parking.

For our Main Hall, we currently charge £17 per hour weekdays, and £19/ hr Friday evening/Saturdays

It was agreed to increase our prices from Feb 1<sup>st</sup> by £1 per hour on all prices for all hirers.

A discussion was held about charging extra for use of the kitchen (as this incurs extra cleaning costs & use of electric) but this will be reviewed in the summer.

### **5. Property Matters**

#### **Roles & Responsibilities-**

**MA**-will be updating the spreadsheet as there are various versions in existence at the moment.

The 'Emergency Lighting" is due for checking this month

Most other items for January have been done, or are in progress

**Solar/Flooring/Boiler/Electric Rads** – As **CG** has much of the detail of these various projects it was decided to wait until he is present to further discuss this.

**Toilets-** the current cisterns are old, one (in ladies) is not functioning properly and they are quite wasteful on water use. Hippo bags have not proved to be very successful.

**CG** to discuss with Paul McKenzie the most appropriate way to deal with this situation. New modern cisterns are probably the best solution but would also be the most expensive. Decision yet to be made.

**Advertising board-** supply issues have delayed our replacement for the one that was stolen from the 'Green'. Hopefully it will be replaced very soon.

**Visit to Cassington Village Hall re Solar panel installation-** an interesting visit with excellent feedback from one of the Committee members at Cassington and also one of the engineers that did the installation.

Cassington are completely self-sufficient for all electricity, and at times feed into the 'Grid' for which they receive payment. Their heating is provided by a Gas boiler. They have had the 'solar' system since July 2024. They are happy to provide more information for the winter months. CG has a record of all that was discussed.

**AM** suggested that our next meeting (Feb) is dedicated to discussion of these bigger projects, making some decisions and a strategy of the way forward.

**SB** to look into applying for Grants that are available. We already have some quotes for flooring/ boiler/ radiators /solar etc that could be used

### **Rota for Bins/Hall Check/Defibrillator Check**

Please also check the Defibrillator whilst putting out the bins & tick the check sheet that is on the noticeboard in the Entrance Hall of the Village Hall.

Please also check that no lights have been left on in the Hall (CAA often leave toilet lights on)

|                    |                  |
|--------------------|------------------|
|                    | <b>DH-</b> April |
|                    | <b>SH</b> - May  |
| <b>SB-</b> January | <b>AM-</b> June  |
| <b>JPF-</b> Feb    | <b>DS-</b> July  |
| <b>CG-</b> March   | <b>CW</b> – Aug  |
|                    | <b>MA</b> -Sept  |

Grundon bin is emptied every 4 weeks. Next one is **Feb 3rd** 2025

A list of Grundon bin collection dates is on the noticeboard in the VHall entrance hall.

The other bins are the same as the bins at home – Recycling & Garden waste one week and the Black bin (General rubbish) alternate weeks.

**Please arrange cover or swap if you are not going to be available for your turn.**

6. **AOB** - None

7. **Date of next meeting** – Mon 3<sup>rd</sup> Feb 2025 Holton Village Hall 7.30pm

Meeting closed at 9.10pm