# SCOPWICK & KIRKBY GREEN VILLAGE HALL

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| **MINUTES OF A MEETING OF THE SCOPWICK & KIRKBY GREEN VILLAGE HALL MANAGEMENT COMMITTEE HELD IN THE VILLAGE HALL ON TUESDAY 22nd JUNE 2021 AFTER THE AGM** | | |
| **Present:**  Mrs Janet Flett Chairman  Mrs Liz Banks Secretary  Mrs Rosa Nelson Treasurer  Mr Joe Kennard Booking Secretary, Vice Chairman  Mrs Tracy Fenwick | Mrs Wendy Stacey  Mr Michael Dowse  Mr Chris Medcalf  Mrs Debra Heeney | |
| **Apologies -** Mr Richard Martin | | **Action** |
| **1 Welcome –** Chairman welcomed all. | |  |
| **2 Appointment of officers –** Secretary asked if all the committee members holding posts were happy to remain in their roles or if anyone wished to change, all were happy. Joe Kennard confirmed that he was happy to stay as Vice Chairman as well as Booking Secretary. | |  |
| **3 Acceptance of previous minutes** – from meeting on 11th May 2021. Accepted as correct, proposed Rosa, seconded Janet. | |  |
| **4 Matters arising from previous minutes not on agenda –** Venue Finder still to update.  Previously had suggested 21st June as date to start accepting private bookings, with government change to roadmap out of lockdown new date now set as 19th July.  Secretary has contacted Brownies about restarting, awaiting reply.  New Parish Clerk will take responsibility for checking defibrillators in Scopwick & Kirkby Green & will keep records.  Front door lock has been replaced new keys distributed, secretary needs to produce new list of key holders for signing.  Metal grill doors at front need attention as very hard to line up for locking.  Chairman thanked Tony and Wendy Stacey for doing such a good job with outside step railing and hand rail.  Mike Dowse has sorted out disposal of the bowls mat. | | LB, RN  LB  JK |
| **5 Correspondence –**Community Cluster meeting survey deadline 30th June – Chairman will complete on line.  Chairman has not received any information regarding changing of rules after next easing, or of any more grants available. | | JF |
| **6 Treasurer’s Report –** Treasurer has notified insurers of hall reopening and acknowledged that we have to comply with all their regulations.  Since 1st April hall has received £8000 reopening grant and £500 for community gifts.  We have received a donation from the Scopwick Entertainers group of, £747.58. In due course they will let the Committee know how they wish this money to be used e.g. some form of entertainment. Secretary to send a note of thanks to the group via John Brackenbury for the money.  More Draw money come into account. Elections held so money in from those, will increase fee next time.  Expenditure – locks, outdoor lighting, floor covering, outdoor PA system. PA system will be checked for suitability before 30 day money back guarantee time is up- cost in total £573.71 including 6 yr. guarantee.  Expenditure £2095. | | LB |
| **7 Lettings and Booking-** since reopening, the first event in the hall was May 6th for Police and Crime Commissioner and County Council elections. Subsequently Art Group, Bowls, Shake it Up and the Hub with Coffee Morning have restarted along with committee meetings all under current safeguarding rules.  Wedding receptions 4 cancelled last year of these 3 rebooked, 10th July, 13th Nov and 28th May’22.  For 10th July restrictions still in place, risk assessment will be carried out by hirers, one way system and music will be outside. All were happy to receive the 20% discount offered.  Free sessions for Art Group and Bowls will be offered as recompense for having to give up their Fridays for Wedding receptions. Mike will check with Bowls, they may change to different day in those weeks, to discuss with Booking Clerk when hall is free. Bookings all shown on website.  Art will definitely hold exhibition this Autumn.  Western Front Organisation are planning on using hall for a fundraising concert on a Saturday next May, choir & meal. | | JK, MD |
| **8 Structure and Fabric –** Plastering of cracks in ladies toilet, Tracy has this in hand with a friend’s husband going to sort them.  New vinyl has been fitted in side entrance porch.  Tracy’s friend has donated a hostess trolley and Jane Houghton a bain marie and a used small freezer has also been donated. | |  |
| **9 Caretaking matters –** none.  It was mentioned that current thinking is that the virus is not transmitted by contact with surfaces, which makes the sanitising of chairs between uses less important. | |  |
| **10 User Groups update –**  **Bowls** – only using 2 mats to ensure social distancing, slow start up with numbers down.  **Fun Fit**- 8 attending today, going quite well with costs covered.  **Art** – 12 attending on average, some still avoiding due to Covid. Exhibition will go ahead this year, date to be decided. AGM being sorted when Jan Small’s replacement as secretary by Jean Knight will be formalised, Chris to email Liz with Jean’s details for records. Usually group doesn’t meet in August but are thinking about carrying on as no holidays planned.  **Pilates –** being held on-line until September, so hall is available on Mon mornings and Thurs evenings for other bookings until then.  **Twinning** – nothing planned.  **Shake it Up** – run by Janet until Ingrid the Zumba instructor decides whether she will start again, numbers fluctuating between 4 and 9.  **Hub –** have had two Coffee Morning Hubs, both well attended, not as many stalls as usual but linking with Odlings butchers outside of hall.  **Friendship** – first one to be held next Tuesday 29th 2-4pm with Terri and Nigel entertaining. | | CM |
| **11 Future Events-**  **Village Show – Sat 7th Aug 2-5pm** Rosa has list of helpers and jobs. Sheena in the Art Group will organise something, honouring Mike Reynold’s memory & Chris may demonstrate painting again.  User groups have been asked to give a raffle prize and tombola items.  Rosa suggested to groups that they could have a banner or display and leaflet advertising their group.  Chairman has heard nothing more about a National Thank You Day on 4th July, so no event planned.  The Queen’s Platinum Jubilee is to be celebratednext June over dates of 2-5th with beacon lighting on 2nd and suggestion of a community party on the Sun 5th. | | CM  ALL  ALL |
| **12 Parish Magazine entry –** nothing extra to add, just normal activities and Village Show. | |  |
| **13 AOB –** Rosa and Janet will do a crockery check this week before any events are held.  The grounds outside of the hall need a tidy up before Wedding reception on 10th July, normally would get done just before village show.  Treasurer had papers explaining the role of Charity Trustee, handed to Debbie as new committee member and to anyone else who wanted reminding of their responsibilities. | | RN. JF  ALL |
| **14 Date of next meeting – Tuesday 14th September at 7pm** | |  |
| **11 Village Draw – June** 1st prize £40 B5 Joan Bows  2nd prize £20 G13 Jane Godfrey  3rd prize £10 A2 Wendy Partington  Drawn by Chris Medcalf & Mike Dowse, witnessed by Wendy Stacey | | |

Liz Banks, Secretary