

## **Onibury Village Hall Committee Meeting**

Tuesday 23 July 2024

7pm

### **Minutes**

#### **1. Welcome from chair**

- Jan welcomed everyone to the meeting

#### **2. Attendance**

- Janet (Jan) Giles – Chair
- Lisa Owen – Treasurer
- Sara Pearce – Secretary
- Nastasha Miles
- Caroline Bywater
- Jill Owen – Onibury Parish Council

#### **3. Apologies**

- Andy Bevan
- Paul/ Harv Holmes
- Maxine Rounds
- Lydia Jones
- PCC – represented by Parish Council

#### **4. Approval of minutes**

- Approved with the addendum

#### **5. Treasurer's report**

- As of meeting date:
  - Business (savings) £ [REDACTED]
  - Community account: £ [REDACTED]

#### **6. Constitution update**

- Accepted Rachel Hughes offer for legal support
- Sent the required paperwork and ID back
- Waiting to hear now

#### **7. H&S and building:**

##### **a. EICR**

- Started last week, another date booked in this week
- Ongoing – update at next meeting

**8. Maintenance issues:**

**a. Maintenance day update & new date**

- Did first maintenance day: new metal on vents, dug drains, flushed drains out, tidied up in car park and around building
- Bigger 'jetter' coming for next maintenance day to investigate one of the drains
- Adrian may know about the drains
- The car park gate has been repainted and is now padlocked open
- Need another day to tackle other side of the building

**9. Bookings**

**a. Main hall and car park online booking update**

- Website booking for the car park only is set up on the website
- **ACTION:** contact TCC, school and PTA to ask them to book in parking by emailing committee to help avoid clashes

**b. African drumming update**

- Came to their session and been in contact, not booked another session as yet

**10. Communications**

**a. Ripples update – raise the roof**

- **ACTION:** Sara to write an update on the fundraising

**11. Fundraising**

**a. Awards for All application**

- Application is submitted, will hear end October

**b. Co-op**

- Application is submitted but would be end of next year before we got any funding

**c. Millichope Foundation**

- Application is being written for £500

**d. Raise the Roof Just Giving page**

- **ACTION:** Sara to put the target up to £2,000
- **ACTION:** Jill to find out who we need to contact for Rotary Club
- **ACTION:** Jan to contact the Rotary club

**12. Other fund raising – 100 board and Halloween Quiz**

**a. 100 board**

- New board is on its way

**b. 100 club**

- Still stuck in the licencing/ constitution loop
- Will apply for licence after the constitution is updated

**c. Halloween Quiz**

- Minimum donation price of £8 per person
- Need to make a plan next
- 18<sup>th</sup> October 2024 arrival from 6pm quiz starts 6.30pm with break for spud in the break
- Beef chilli, Baked beans or cheese, free tea and coffee BYOB and drinking vessel
- Fancy dress prize (person and drinking vessel)
- All for the Raise the Roof campaign target of £23,000

**d. August beer festival**

- Carpark is free
- Raise the Roof is the charity for the raffle
- Need to make signs for the raffle
- Raffle prizes needed – call out to the committee
- People needed to take the raffle round

**e. Promise auction**

- Andy offered for us to run a promise auction at the pub in January

**13. A.O.B**

- Jill reported that the bulb can be replaced on the outdoor light, or the light removed and replaced by Parish Council
- **DECISION:** committee happy for the PC to plan and purchase the most efficient outdoor light
- Had an enquiry about quilting workshops
- **ACTION:** Sara Send the thank you letters to the donors
- **DECISION:** reinstate the Christmas tree
- **ACTION:** do we want to decorate the hall at Christmas?
- **ACTION:** Jan to confirm we are submitting a tree for the festival next year
- **ACTION:** Call forwarding is costing us each time. Jan going to have the phone after she gets back from holiday

**14. Date of next meeting**

- Tuesday 10 September 2024 @ 7pm in the Apple Tree

**15. Rota for checking after bookings**

- Sara off on holiday from Wednesday 14<sup>th</sup> August to 4<sup>th</sup> September
- Tuesday 13<sup>th</sup> August Max checking between yoga and bingo
- Wednesday 14<sup>th</sup> August Lisa checking
- Wednesday 21<sup>st</sup> August before 6.45 Caroline checking
- Wednesday 28<sup>th</sup> August Jan checking
- Sunday 1<sup>st</sup> September Lisa checking in between 5pm and 5.30pm
- Tuesday 3<sup>rd</sup> September Tash and Jan meeting up to check hall @ 4.30pm
- Thursday 5<sup>th</sup> September Caroline anytime