

## The Narth Village Hall Committee Minutes | 13 July 2023

### Attendees

Clark Atkinson (Chair)	Judi Smowton
David Lloyd (Treasurer)	Mark Arnell
Anna Brown (Secretary)	Rachel Widdicks
Ali Arnell	Wen Atkinson
Fiona Harling	

### Apologies

Lisa Dorel  
Luisa Sadler  
Matt Sadler

Agenda Item	Discussion / Action(s)	Who
<b>1. Minutes of Previous Meeting</b>	Minutes of previous meeting 11 May 2023 – approved	
<b>2. Committee Matters</b>	<ul style="list-style-type: none"> <li>a) LD, AB, AA &amp; MA require induction.</li> <li>b) Alcohol licence re-inspection imminent. Updating FRA &amp; collating documentation.</li> <li>c) Application submitted to NRW to renew annual licence to use The Glade.</li> <li>d) WA's resignation from VHC was accepted with sadness. Thank you for the huge positive contribution you have made towards the management of the Hall and the organisation of community events.</li> </ul>	<p>CA WA</p> <p>WA</p>
<b>3. Bookings (JS)</b>	<ul style="list-style-type: none"> <li>a) 13 bookings June, 14 bookings July.</li> <li>b) Marilyn Dunkleman borrowing A-boards, will make donation to Village Hall.</li> <li>c) Pilates now 2x weekly.</li> <li>d) Thank you to Simon Wilton for generous donation to Hall for equipment for a private party.</li> <li>e) Jane Boyd has asked to borrow equipment in return for a donation.</li> </ul>	
<b>4. Maintenance (CA, DL)</b>	<ul style="list-style-type: none"> <li>a) Changing locks to Hall.</li> <li>b) Thank you to Steve Gilliard for removing oversized branches of tree outside Hall to protect overhead cabling.</li> <li>c) Please can those using dishwasher follow instructions available on wall in the Kitchen.</li> <li>d) Investigate whether septic tank needs emptying.</li> <li>e) Convene Maintenance Sub-Committee Meeting</li> <li>f) New First Aid Kit purchased – affix mount to wall in Kitchen</li> </ul>	<p>CA</p> <p>CA CA CA</p>
<b>5. Events</b>	<ul style="list-style-type: none"> <li>a) Well done to all involved in The Big Breakfast, over £400 raised for Jamie's Farm.</li> <li>b) Busy Glade Tavern 7 July 2023, thank you to Brendon Pardington et al for excellent Mexican menu.</li> <li>c) The Head Gardener 15/07/23 – 42 tickets sold, still space, promote again on Facebook.</li> <li>d) Quiz 19/08/23 – little interest, difficult time of year?</li> <li>e) Summer Fete 27/08/23 – WA attended Tintern market to encourage stall holders to attend. Need more volunteers – Committee members spread the word! If stall holders, need to charge 'admission' (Licensing T&amp;C) - agreed honesty box with minimum (small) donation.</li> <li>f) Pop up restaurant 'locally-sourced' 09/09/23 – seeking gluts of fruit/veg which can be used or sold on the night. Add sample menu to website. Sue Flower offered to help.</li> <li>g) The Glade Tavern 06/10/23, open mic night, food by Brendan Pardington, profits to charity (TBA).</li> </ul>	<p>RW</p> <p>WA, FF, RW</p> <p>AA, MA</p>

<b>6. Finance (DL)</b>	<ul style="list-style-type: none"> <li>a) Healthy bank balance, c.£2k profit YTD, several bills still to settle will reduce to c.£1500. Income up on 2022.</li> <li>b) Electricity – Costs have doubled. Fixed rate contract expires 2024. DL has renegotiated new fixed rate until 2026.</li> <li>c) Smart meter installation 17/08/23.</li> <li>d) Bank account now moved to Cooperative Bank. AB is signatory, running Barclays balance down.</li> <li>e) Glade Tavern 07/07/23 £1200 sales, £500 profit (food and drink).</li> <li>f) Report submitted to Charity Commission</li> </ul>	DL
<b>7. Capital Projects (DL)</b>	<ul style="list-style-type: none"> <li>a) DL obtained 3 quotes from architects for building regs drawings for roof works. Committee agreed to progress a quote, DL will progress.</li> <li>b) Seeking grant for roof repairs, possibly National Lottery funding available.</li> <li>c) AB to supply contact for roof contractor</li> </ul>	DL DL AB
<b>8. Health &amp; Safety (WA)</b>	<ul style="list-style-type: none"> <li>a) See above 2(b) and 4(f)</li> <li>b) Seeking grant funding to update defib</li> </ul>	
<b>9. Media (CA, AB)</b>	<ul style="list-style-type: none"> <li>a) Village emails have had a facelift – positive feedback.</li> <li>b) Trial selling tickets for events via website.</li> <li>c) Thank you to MS for digital logo – add to website &amp; Village emails.</li> </ul>	AB AB/CA
<b>10. 100 Club (JS)</b>	Draw 13 July 2023: 1 <sup>st</sup> Steve Widdicks, 2 <sup>nd</sup> Sarah Pilkington	
<b>11. AOB</b>	<ul style="list-style-type: none"> <li>a) Committee agreed to invite Karen Tarbox (Trellech United Community Council Rep) to attend bimonthly VHC meetings.</li> <li>b) Plans underway to start Brownies, weekly on Thursdays from September in The North Hall.</li> </ul>	CA FH
<b>12. Date of Next Meeting</b>	Thursday 14 September, 7.30pm, venue TBC	