**Ashwick & Oakhill Village Hall Minutes**

**Tuesday 3 January 2023 7:00 PM**

**Present:**

Andy N, Kim, Tim, Caroline, Chris, Andy S, Laura, Kate, David, Martin

Minutes of Committee Meeting Tuesday 1st November 2022 – Approved.

**GOVERNANCE**

Hallmark Accreditation

Levels 2 & 3 – on hold. To be completed by Aug/Sep.

**FINANCE**

Treasurers Report

Closing balance for end of December - £19.5K

Building costs/outside paving paid in December - £12.5k

10% of payment for outside paving work held back until completion.

Committee agreed to pay final balance to builders for internal works.

Grant Applications/Receipts

Grants needed for outside projects/leisure facilities – car park, café shelter, playground, BMX track.

**BOOKINGS**

Bookings Secretary Report – see attached

* Includes a breakdown of usage/income during 2022 – total income of approx. £7K.
* Andy S revisited his previous review (Jul 2021) of local village hall hire costs and did not find any examples of hire rate increases (we increased our hire charges by 25% in Oct 2022, mainly to reflect higher gas/electric costs, but also improved facilities).
* Discussed a higher “commercial” charge for larger companies/organisations and those outside the Parish.
* Andy S will be updating booking procedures in the coming months and will include text on new charge rates and deposits for larger parties/groups.

***Booking of New Kitchen & Café Area***

* The Committee agreed that the new kitchen and café should be used predominately as a community café and not hired out separately. Exceptions to this could be some evening events where additional hire charges would apply. To be discussed.

**REJUVENATION**

Phase 1 - Cafe/Kitchen

* Tim and Andy S have added to and completed the splashbacks.
* Grille for café hatch – on order and awaiting installation.
* Outside paving works almost completed. Topsoil has been ordered to fill in the drop from the paving to the Rec. Grass seed will need to be sown. Drain cover needed.
* Phil Bridges is looking at heating systems for the Hall – a 2 zone (hall + café) controller is needed for heating and hot water. Remote access is desirable.
* A Completion Certificate will be needed for the building works.

Outdoor leisure facilities:

* Donation of £18K plus VAT for the purchase and installation of outdoor adult gym and exercise equipment – Weeksteed have quoted for 6 pieces of equipment and a climbing apparatus plus matting.
* A path will be needed from the car park to the equipment.
* Future inspections of the equipment could be carried out by RoSPA when they inspect the playground.

**MARKETING**

Beacon Magazine – has suddenly stopped publication due to lack of volunteers and higher printing costs. As this effects our publicity, the Committed discussed:

* increasing the usage of all notice boards in the village
* more informative posts on Facebook and Instagram
* using the Committee Room windows for notices

**FUNDRAISING**

* **Xmas Market 2023 –** Saturday 25th November. Caroline has booked three stall holders already. Aiming for more variety this year.
* **Oakhill’s Got Talent** – Laura will speak to the head of Oakhill School to discuss the children’s involvement.
* **Black Tie Event** – too expensive so profit unlikely.
* **Easter Event**
* **Oakhill Festival**
* **The Coronation Saturday 6th May –** type ofevent tbd.
* **An Autumn event –** a local band and bar?

**FACILITIES / MAINTENANCE**

* **Playground –** repairs ongoing.
* **Parking line painting -** on hold until the Spring.
* **Key Safe Code –** agreed to change it after the builders have finished.
* **Broken gates –** Tim has contacted the Council as two gates come under their remit.
* **Wi-fi and sockets** – currently not working. Martin to resolve.

**ENVIRONMENTAL ACTIVITIES**

* The trees planted round the Rec need the grass removing from the bases.

**CAFÉ OPENING**

* First Meeting of Volunteers on Thursday 5th January, 5.30pm.
* Hygiene training to be carried out – Caroline to email link. To be completed online.
* First Saturday morning opening Saturday, 7th January 9 – 12.
* Chris and Andy to open up café on Wednesday 11th for Warm Space facility – free tea/coffee/biscuits.
* Laura offered to wash the tea towels weekly – she agreed to clean the Hall weekly on alternate Thursdays and Fridays.

**ANY OTHER BUSINESS**

* David provided a document and discussed further the idea of a new weekly social group – incorporating the Local History Group but offering a broader range of activities. Further discussion needed at the next OAVH Meeting.
* Tim/Andy S to source replacement internal key cabinet with 3 digit combination lock.

**NEXT OVHC MEETING – Monday 6th February 2023 7pm**

**Ashwick & Oakhill Village Hall Bookings Review**

**Regular Bookings Update**

* Tai Chi (Jo Webb) – Weekly (Mon pm)
* Yoga (Min Robertson) – Two classes per week (Tue am & Thur evening)
* Indoor Bowls (Kate Baker) – Weekly (Tue 1400-1600)
* Parish Council – Monthly (usually Weds evening)
* Pilates (Kelly Lewis) – Three classes per week (Mon am, Weds am, Thurs evening)
* Pawsitive Life Puppy Class (Ieuan Hudson) – Weekly (Mon or Weds evening)
* East Mendip Gardening Club – Monthly (Tue evening)
* Oakhill & Ashwick Local History Group – Monthly (Wed evening)

**One-Off Bookings (some way off…)**

* **October 2023 - South West Folk, Song and Dance Group**
* This section of the Camping and Caravanning Club (folk dancing, poetry, singing) have booked the hall facilities for 4 evenings (630pm to 10pm) from **Thursday 5th – Sunday 8th October 2023.** Contact is Bernadette Thorne.
* The group will stay at Oakhill Camping & Caravanning (Mandy Alvis).

**Future One-Off Bookings (December to February)**



* SWEDA Team Day (Christine Ellsom) – Wednesday 18th Jan
* Equine Massage (Liz Tyrrell-Asprey) – Thurs 26th Jan



* 50th (surprise) birthday party (Abigail Budd) – Sat 18th Feb
* Wells & Mendip Astronomers (Hugh Allen) – Fri 24th Feb



* Wells & Mendip Astronomers (Hugh Allen) – Sat 18th Mar
* Equine Massage (Liz Tyrrell-Asprey) – Thurs 30th Mar



