**Ashwick & Oakhill Village Hall Minutes**

**Monday 6th February 2023 7:00 PM**

**Present:**

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

**Apologies:** Kate, Laura

Minutes of Committee Meeting Tuesday 3rd January 2023 – Approved.

**GOVERNANCE**

Hallmark Accreditation

Levels 2 & 3 – on hold until April/May. To be completed by Aug/Sep. Various village hall policies need updating in the next few month – Andy S to review.

**FINANCE**

Treasurers Report

Closing balance for end of February - £18k

Grant Applications/Receipts

Grant applications – Stage 2 of Platinum Jubilee grant (application by 9th March). Up to 20% of project costs can be awarded so £27K will be requested.

Quotes being obtained for:

1. New roofing felt and guttering plus loft insulation – top priority due to roof leaks and insufficient existing insulation.
2. Refurbishment of toilets – sanitary ware, driers and decorating.
3. Boiler - needs replacing and moving. Access to service it is currently not possible and it is unable to heat efficiently both the Main Hall and the Café area.
4. Installation of a sheltered cover for the outside seating area and purchase of outside tables/chairs – a see-through canopy for shelter over hatch area. Chairs could be benches.

**BOOKINGS**

Bookings Secretary Report – see attached.

Includes a Review of 2021/22 Gas & Electric Costs

**REJUVENATION**

Phase 1 - Cafe/Kitchen

* Wobbly paving stones will be fixed.
* More topsoil needed to level off – 10 tons on order.
* Drainage to be dug at the back – soakaway.
* Outside painting – to be delayed until roofing insulation/felting completed.
* Zonal control – thermostats to be installed in hall and café so that zones can be controlled independently. Tim and Andy S meeting tomorrow (7th) to help with installation.

It was decided that in future, hirers should use the front (foyer) doors for initial entry to the Hall rather that the back – therefore a new key safe will be purchased for installation at the front.

Outdoor leisure facilities:

* Two quotes have been received - details to be circulated to the Committee.
* A path will be needed from the car park to the equipment.

**MARKETING**

* The café is to be called Oakleaf Community Café and to be marketed/branded as such. A graphic designer will work up a new logo.

**FUNDRAISING**

* **Xmas Market 2023 –** Saturday 25th November.
* **Oakhill’s Got Talent** – Laura will speak to the head of Oakhill School to discuss the children’s involvement.
* **Easter Event –** Saturday 8th April
* **Oakhill Festival –** Saturday 15th July
* **The Coronation -** Saturday 6th May **–** type ofevent TBC
* **An Autumn event –** a local band and bar?

**FACILITIES / MAINTENANCE**

* **Playground –** Repairs ongoing. Martin asked for volunteers to help clean it.
* **Parking line painting -** On hold until the Spring. Discussed whether it is worth doing due to condition of tarmac.
* **Key Safe Code –** Agreed to change it after the builders have finished.
* **Key cabinet –** Andy S has installed a new one with a combination lock.
* **Sensor lights -** To be fitted at front and back doors **–** Martin.
* **Broken gates –** Tim has contacted the Council as two gates come under their remit.

**ENVIRONMENTAL ACTIVITIES**

* The trees planted round the Rec need the grass removing from the bases – Martin asked for volunteers.
* Solar panels could be a future consideration.

**CAFÉ OPENING**

* The Saturday mornings have been very successful and well attended.
* Takings for four Saturdays in January - £1116.
* Discussed opening times – will stick to 9.00 until 12.00 during February and March.
* Discussed problems with orders in the kitchen – needs a better system of coordination. A meeting of all Volunteers will be held to discuss.

**ANY OTHER BUSINESS**

* David discussed further the idea of a new weekly social group – incorporating the Local History Group but offering a broader range of activities. Funds currently held by the LHG could be transferred to the Village Hall accounts to go towards setting up and running the new group – approx. £1,200 - £1,500.
* David asked for the Committee to ask around for volunteers within the community to help run it.
* Volunteers needed to empty the loft and clear away rubbish behind the Hall.

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**NEXT VHC MEETING – Tuesday 7th March 2023 7pm (TBC)**

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**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)
* Café – Saturdays, 0900-1300
* Warm Space – Wednesdays, 1000-1200

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

* Little Tinkers Pre-loved Sale (Charlotte Alvis) – Sat 4th Feb
* 80th birthday party (Pete Burr) – Sun 5th Feb
* Animal Physio (Liz Tyrell-Asprey) – Sat 18th Feb (day)
* 50th (surprise) birthday party (Abigail Budd) – Sat 18th Feb (evening)
* Wells & Mendip Astronomers (Hugh Allen) – Fri 24th Feb





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



* Canine Gait Assessment (Liz Tyrrell-Asprey) – Sat 1st Apr

**Significant One-Off Bookings (some way off…)**

* **17th to 18th May & 24th to 26th May – Ambulance Volunteer Training (5 days)**
* **19th to 21st May 2023 – May Ball (3 days) - TBC**
* **14th to 16th July – Oakhill Village Festival (3 days)**
* **5th to 8th 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 to Sunday.Contact is Bernadette Thorne.
* The group will stay at Oakhill Camping & Caravanning (Mandy Alvis).

 