**Ashwick & Oakhill Village Hall Minutes**

**Monday 07 March 2022 7:00 PM**

**Present:**

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

**Apologies:**

Martin, Laura, David, Bryan

Minutes of Committee Meeting Monday 07 February 2022 – Approved.

**GOVERNANCE**

Hallmark Accreditation

Levels 2 & 3 – Kim and Andy N will look at tasks to be done for accreditation and these can then be broken down into key areas to be tackled by sub groups.

Caroline to apply for Levels 2 & 3 before the end of March deadline.

**FINANCE**

Treasurers Report

Closing balance of £58K

No major expenditure.

£10k received from National Lottery.

£2667 received from Mendip District Council – Omicron grant.

Grant Applications

Still awaiting payment from Mendip County Council – Caroline has chased.

**BOOKINGS**

Bookings Secretary Report – see attached

Andy N to create a Community Survey, asking residents what they would like to happen in the Village Hall – ongoing.

**REJUVENATION**

Phase 1 - Cafe/Kitchen

Tim met with DP Builders at the Hall to discuss changes to the original plans.

Loft/roof ok for alterations. Gas meter cannot be moved but will boxed in, or could be in a cupboard that would also hold cleaning supplies for that area.

Date agreed for the garage and storerooms to be cleared: Sunday 20th March 10am.

Tim and Caroline did site visits to Stoke St Gregory and North Curry to view their community-run coffee shops. Report to be circulated.

Also visited (1) The Den, Thorners Farm Shop – they have a very speedy dishwasher – worth considering and (2) Collett Park Cafe, Shepton Mallet – small, kiosk-style, but provides a good selection of food and drinks.

Discussed whether café should be designed/kitted out as if for commercial use.

Equipment could be bought form a second hand commercial kitchen company

e.g. H2 Catering Equipment, Bridgwater – large warehouse selling both new and used equipment

Decided to start small and simple, selling a limited selection of food and drink. Development/growth of the café will depend on increase in volunteers and community support/use.

Andy N will draw up a scaled plan to decide exactly what is needed in the kitchen area and where the equipment, sockets, waste pipes etc will go. A lockable cupboard/pantry/larder needs to be incorporated into the design.

**MARKETING**

Beacon Magazine - Kim’s write up for the next issue will highlight our Easter Event.

Facebook page – ongoing.

**FUNDRAISING**

**April**

Saturday 16th April - Easter Event.

Treasure Hunt around The Rec, Eggs in a Jar, Name the Bunny, Tim’s Plant Sales.

Drinks including Hot Chocolate and cakes for sale.

**June**

3rd – 5th June Platinum Jubilee – will tie in with local and national events.

Saturday 4th June – 1950s themed dance with band (booked) and a bar in marquee (booked) and the Hall will be open for use of toilets.

**July**

Saturday 16th July - Oakhill Festival

**September**

Oakhill’s Got Talent - tbc

**October**

Cloud9 music evening – tbc

**FACILITIES / MAINTENANCE**

Hive heating control system – has been installed but unable to use it remotely yet. Ongoing.

Quotes needed for grass cutting.

Playground inspection is in June – Martin will carry out necessary repairs

**ANY OTHER BUSINESS**

**Safeguarding Policy –** Needed for Somerset Community Foundation grant application

The Committee voted to formerly adopt the policy put forward by Andy S. A poster will be displayed in the entrance hall. A designated Safeguarding Lead is required – Laura Rogers put herself forward and the Committee voted her in.

Martin Rymes was voted in as Health & Safety and Fire Lead.

A&OVillage Hall AGM – Tuesday 10th May 2022 7pm

NEXT MEETING - Monday 4th April 2022 7pm



 