**Ashwick & Oakhill Village Hall Minutes**

**Tuesday 07 June 2022 7:00 PM**

**Present:**

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

**Apologies:**

Andy N, Martin, Laura, Bryan

Minutes of Committee Meeting Monday 03 May 2022 – Approved.

Minutes of AGM 10 May 2022 – Approved.

**ELECTION OF THE OFFICE BEARER ROLES:**

Nominations and voting for the new Committee Elected positions were completed as follows:

* CHAIR: Andy North
* VICE-CHAIR: Kim Hare
* TREASURER: Caroline Ambrose
* SECRETARY: Chris Scott
* BOOKINGS: Andy Scott

**GOVERNANCE**

Hallmark Accreditation

Levels 2 & 3 – a meeting was held to discuss requirements. A list of the policies that need to be looked at will be drawn up and shared out among Committee Members.

Due to the building work in progress, it was decided to complete the rest of the necessary checks/requirements in August – after completion of Village Hall alterations.

Assessment date is 31st August 2022.

**FINANCE**

Treasurers Report

Closing balance for May - £65k.

Major costs related to Platinum Jubilee event but income from the night will produce a profit.

Grant Applications

£5K received from Mendip County Council - £15K still to come.

Parish Council Grant received for playground and hedge/grass cutting.

**BOOKINGS**

Bookings Secretary Report – see attached

A booking request was received from a new instructor for a Yoga and Pilates session on Monday evenings – request was subsequently withdrawn by the instructor.

The Ukrainian Support Drop-In session has been well attended and has received publicity – the BBC attended this Tuesday and their report will be aired on Sunday and next week.

Future one-off bookings – various children’s birthday parties in June and July.

**REJUVENATION**

Phase 1 - Cafe/Kitchen

Somerset Building Control Partnership requested an update to the original drawings/plans, and other requirements to comply with fire regulations – to be submitted by 13th June. Jo Fawcett, the architect, promptly redrew the plans. These have been submitted along with a seating and table plan to accommodate 48 people – above 60 requires further fire controls.

New fire doors, with glass, will be needed in Main Hall and along the corridor.

A meeting with a fire company has been set up to decide whether to install a fire alarm system. The shutters could then be linked so they close automatically when alarm activated – but no final decision has been made on this.

These changes will, of course, incur extra expense.

Flooring – Caroline met with a flooring company. Anti-slip flooring for kitchen has been quoted for - £1,200 plus VAT.

Committee agreed that the same flooring that is in the Main Hall should be used in the foyer and café seating area – Kardean wood effect. The company who laid that will provide a quote.

Phase 2 – extension with changing rooms

Appreciating that we haven't finished Phase 1 of the Rejuvenation, Andy N would like it noted that he does not think we should start on Phase 2 until we have made significant improvements and upgrades (maybe additions) to the external leisure equipment and facilities due to their poor and worsening conditions.  This would be of greater benefit to the local community in the short-medium term and support our Phase 1 completion (better facilities for a potentially increased user base). The Committee agreed.

**MARKETING**

Beacon Magazine – Kim will thank and list the sponsors and raffle prize providers for the Jubilee event, will give progress on the café and also include the planting of the Jubilee oak tree.

**FUNDRAISING**

**July**

Saturday 16th July - Oakhill Festival. This is a joint venture with Oakhill School, the Church and the Village Hall.

**September**

Oakhill’s Got Talent - tbc

**October**

Cloud9 music evening – date tbc

**December/January 2023**

There is a team of volunteers who have suggested putting on a fundraising Black Tie event at Christmas for the VHC.  We need to quickly look at potential dates available for this to ensure we don't clash with other events including Beer & Carols and Christmas Market etc.  Volunteers include Kath North, Nicola Fitzgerald, Natalie Colbourne, Sarah Westell and others.

The Committee agreed, as an alternative, to suggest a NewYear’s Eve Party to avoid the other Xmas events in December.

**FACILITIES / MAINTENANCE**

**Playground**

Martin is carrying out the repairs to the playground. ROSPA inspection is in June.

**Parking line painting**

The car park has been swept. Plan of lines has been completed and quote agreed. Tim will spray the grass/weeds in preparation once date of painting is known.

**ENVIRONMENTAL ACTIVITIES**

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

**ANY OTHER BUSINESS**

Caroline has received a quote from British Gas – the Committee agreed to continue with British Gas and accept the one-year deal.

NEXT VHC MEETING – Monday 4th July 2022 7pm

**Ashwick & Oakhill Village Hall Bookings Review**

**Regular Bookings Update**

* Tai Chi (Jo Webb) – Weekly (Mon pm)
* Yoga (Min Roberston) – Two classes per week (Tue am & Thur evening)
* Ukrainian Support Drop In – Weekly (Tue 1030-1200)
* Indoor Bowls (Chris Sully) – Weekly (Tue 1400-1600)
* Parish Council – Monthly (usually Weds evening)
* Pilates (Kelly Lewis) – Weekly (Thur 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**A picture containing text

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* 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 (June to August)**



* **Platinum Jubilee Celebrations – Fri 2nd to Sun 5th June**A picture containing logo

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* Chapelfield planning decision – Weds 8th June
* 5th Birthday Party (Emily Keen) – Sun 12th June
* 5th Birthday party (Steph Chant) – Sun 19th June
* Teddie’s party (Becky Kingston-Wood) – Sun 26th June



* Birthday party (Francesca Ferguson) – Mon 4th JulyCompany name

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* Birthday party (Lauren Penny) – Sat 9th July
* **Village Festival – Sat 16th July**

Birthday Party (Becky Chayter) – Sun 17th July



* NO BOOKINGS YET!