



Minutes of Meeting Held on 26th March 2025

Present:

Committee

Brian Godfrey – Chairman
 Chloe Shuttlewood – Secretary
 Jenny Sandars – Bookings Clerk
 Lyn Easton – Medbourne Parish Council
 Fiona Smith

In attendance

Meriel Godfrey, Caretaker

Members of the public

Ann Price, Tom Price

			Action
1		Apologies for Absence: None.	
2		Minutes of Previous Meeting The Minutes of the meeting held on 19 th February were approved by JS, seconded by LE, and signed by the Chairman.	
3		Matters arising from the Minutes	
	3.1	Lawn mowing: this is now in hand, with one lawn mowing session done three weeks ago, and another one done today.	
	3.2	Electrical condition report: this will take place on Tuesday 15 th April.	
	3.3	Boxing in of the pipes: this will be done 8 th April (and 9 th if needed).	
	3.4	Flood damage to the medical room: another flood occurred this month. BG called the heating engineer again, who came and put a pressure reading gauge on one of the pipes. The reading indicated that the mains pressure is too high. A mains pressure-reducing valve has now been installed. Severn Trent will come next Tuesday to take a look.	
	3.5	Toilet block update: BG spoke to the architect to tweak the plans.	

		Ian Clarke has offered to have a look at the plans to make suggestions, and Sheelagh Shaen-Carter has also made objective comments on the plans. The plans will go out for approval and then quotes for the work can be obtained. Assuming planning approvals, grants secured and contractor availability, earliest start would be summer 2026.	
	3.6	The licence fee for selling alcohol has now been paid. CF to confirm whether the green bin licences have been paid for.	CF
	3.7	The hire charge increase information will be uploaded to the website soon.	BG
	3.8	The recent Meet the Neighbours/Village Halls Week event was successful, and many thanks to all who helped to organise the event. Treasurer will be requested to circulate the figures.	CF
4		Chairman's Report (including governance issues)	
	4.1	Risk management: BG has been in touch with someone through the Halls Together Facebook group who is going to come and have a look at the ceiling tiles and may be able to advise on this.	
	4.2	A regular user of the Village Hall has been in touch to ask whether they could extend their sessions by one or two hours (after their usual four-hour morning booking). Although this would guarantee additional regular income, it means that we could potentially lose out on another hirer using the Hall in the afternoons. JS will have a look at what time bookings on Saturday afternoons tend to start. BG will find out more from the regular user and stress the need for a flexible approach and if permission were to be granted, Committee approval would be needed in the future for any variation to the normal booking rules.	JS, BG
	4.3	Parish magazine advert: having paid for the Village Hall advert to be featured in the magazine for three months in 2023, we did not realise that the advert stayed in the magazine, and we had not paid for any further months. CS, CF and BG will follow up regarding whether we pay for the "free" advertising we have had (£60), make a donation, continue etc.	CS, CF, BG
	4.4	Succession training: BG raised the issue that a plan needs to be put in place for the time when he decides to step down as Chairman, and we need to start looking for new Committee members. There were no offers to take over the Chairman's role from members present. BG has proposed a meeting with the Trustees and the Parish Council to discuss this.	BG
5		Treasurer's Report (including Restoration Fund/Appeal)	
	5.1	The Treasurer was not present at the meeting.	
6		Caretaking/Maintenance/Defibrillator	

	6.1	The de-humidifier and heater were turned on in the medical room to dry it out after the flooding. The ceiling may need repairs in due course. The poster boards have now dried out.	
	6.2	The dishwasher was turned on for upkeep.	
	6.3	The curtain pulls have now been done; there is now an issue with the lining of one of the curtains – situation to be monitored.	
	6.4	The doorbell adapter in the Main Hall has disappeared. MG to contact the Scouts and other users to see if it was taken away by mistake. A replacement will be purchased.	MG
	6.5	The plates will be on loan for an external event in exchange for a donation.	
	6.6	Tree survey: this has been done and there is nothing to do for now. MG will check the ivy overhanging the brook.	MG
	6.7	MG will contact the Council to find out whether there is an election taking place on 1 st May.	MG
	6.8	The defibrillator is fine, and the new pads have been fitted.	
7		<p>Bookings</p> <p>Usual bookings this month, plus some party bookings.</p> <p>BG has created a poster showing days and time of when the Village Hall is available to book and the regular users who come; this was created for the recent Village Halls Week event and is displayed in the small hall. This poster could be put in the Parish magazine and also the Sports Club newsletter and the letter to new residents.</p>	
8		<p>Events</p> <p>Possibility of a Parish Boundary Walk which would include lunch at the Village Hall.</p> <p>Peter Little, the former county archaeologist, has agreed to give a talk on the archaeology of the village. BG will give him some dates of evenings when the hall is free so that a suitable date can be agreed upon.</p> <p>Race night – could be September. MG to check.</p> <p>It would be good to have the flag and flagpole fixed by St George's Day (23rd April) – someone needs to be found who can fix this.</p>	<p>BG</p> <p>MG</p> <p>BG</p>

9		Any Other Business None.	
10		Public Question Time Tom Price asked about the secondary glazing in the small hall, but BG confirmed that nothing has happened yet.	
11		Date of Next Meeting 16 th April at 7pm. The AGM will take place in May.	

There being no further business the meeting closed at 20:25.