



## Minutes of Meeting Held on 10<sup>th</sup> June 2026

Present:

### Committee

Lyn Easton – Chair

Neil Taylor – Treasurer

Chloe Shuttlewood – Secretary

Fiona Smith

### Caretaker

Gareth Posnett

### Members of the public

Ann Price; Tom Price

			Action
<b>1</b>		<b>Apologies for Absence</b> Jenny Sandars – Bookings Clerk.	
<b>2</b>		<b>Minutes of Previous Meeting</b> The Minutes of the meeting held on 20 <sup>th</sup> May were approved by NT and seconded by CS.	
<b>3</b>		<b>Matters arising from the Minutes</b>	
	<b>3.1</b>	Payment is due from the Parish Council to pay for the storage of tables.	
	<b>3.2</b>	Pre-school have requested the following: a 'mud kitchen' for outdoors; raised beds for vegetables; and a pagoda. The Committee agreed to these, subject to agreement of suitability of siting and appearance, and also subject to Pre-school purchasing these, and being responsible for their continued upkeep/maintenance.	
	<b>3.3</b>	Bouncy castle policy – this has been reviewed and we are now able to accept bouncy castles. A policy has been written to reflect this. Proof of insurance will be required from all hirers wishing to use a bouncy castle.	
<b>4</b>		<b>Chairman's Report</b>	
	<b>4.1</b>	Work to the windows in the small hall – the contractor has requested a £1,000 deposit. NT will organise this payment.	<b>NT</b>
	<b>4.2</b>	ABC Gardens will do the grass cutting.	

	<b>4.3</b>	The new notice boards will be installed shortly.	
<b>5</b>		<b>Treasurer's Report (including Restoration Fund/Appeal)</b>	
	<b>5.1</b>	NT has prepared the paperwork for the Charities Commission, which will be posted today.	
	<b>5.2</b>	The Conservation Officer is due to visit the hall but is currently too busy.	
	<b>5.3</b>	Section 106 money – all necessary paperwork will need to be sent to them in advance of their meeting on 8 <sup>th</sup> July in order for us to obtain the funds. NT has requested paperwork from LE and the Parish Council, e.g. minutes from their meeting. We need to get the quotes and apply for the money before doing the work for the Section 106, and probably the Community Grants. I.e. not do the work and then get them to pay for it.	<b>NT/LE</b>
	<b>5.4</b>	Three separate quotes were needed for the work to the roof; GP has a meeting with one company next week.	
	<b>5.5</b>	Revised fees and charges – NT circulated updated fees for hiring the hall to all Committee members ahead of the meeting. The Committee agreed on these revised fees, including new costs for weddings. The damage deposit for weddings still applies. The revised fees will be uploaded to the website and amends made to the bookings forms to reflect this.	
<b>6</b>		<b>Caretaking/Maintenance/Defibrillator</b>	
	<b>6.1</b>	GP queried whether leaders of user groups such as Pre-school and the Scouts have had appropriate mandatory fire safety training. We will require proof of this, or otherwise if they have not already done so, they will have to undertake the training.	
	<b>6.2</b>	The Gigaclear wifi has been rebooted and is now working well throughout all parts of the hall.	
	<b>6.3</b>	Three quotes have been received for the new fire alarm system. A Community Grant application would have to be made for the cost of the fire alarm changes (so covering the cost is subject to an application being successful).	
<b>7</b>		<b>Bookings</b>  Usual bookings this month, plus some additional events (e.g. Pre-school fête; children's parties; Future Foodies Education event).	
<b>8</b>		<b>Events</b>  27 <sup>th</sup> June – cream teas will be going ahead in the hall; however, there will no longer be the model railway.  Duncan Murray wine tasting – ticket sales have started well. FS will advertise further with posters. The maximum number of attendees will be 48.	<b>FS</b>

<b>9</b>		<p><b>Any Other Business</b></p> <p>FS questioned whether, when there is a wedding at the hall this September, someone would notify the village and the next-door neighbour to make them aware that there may be some noise/disruption.</p>	
<b>10</b>		<p><b>Public Question Time</b></p> <p>Tom Price asked whether, in the new plan for the toilets upgrade scheme, there should be unisex toilets instead of separate ones. User groups would need to be considered, and this would need to be discussed with the planning officer.</p>	
<b>11</b>		<p><b>Date of Next Meeting</b></p> <p>15<sup>th</sup> July.</p>	

There being no further business the meeting closed at 20:10.