



Association

Mark

Mark Community

Mark Village Hall, Vole Road,

**Minutes: No of 3 pages
2000 hrs on Wednesday 3rd September 2025**

Present:

Jan Horn – Chairman
Ashley Dewberry-Case - Treasurer
Nicola Hiscock – Secretary

Present:, Barbara Durston, Ellie Balmforth, Marion Pudner, Jendy Weekes

No	Action/Comments	Responsibility
1	Apologies Jon Glauert, Paul Hutchings, Aline Bennett (WI) Danny Kehoe (Parish Council), Zoe Kayira, Kate Wright, Sadie Champion, Vic McArdle	NH/JH
2	Minutes The minutes of 11 th June 25, previously distributed, were approved and signed by the Chairman.	JH
3	Matters Arising	
3.1	Update on the issues we have been experiencing with the 2 youths. Youth No 1 – lives in Northwick. He has signed an agreement banning him from the grounds & the hall for 1 year. There was also a written apology letter which was read out to Jan by the current PCSO. Youth No 2 – Police arranged to visit on numerous occasions, but the individual was always absent. He has since denied any involvement and no further action will be taken. A new PCSO has been appointed and is already having more presence.	JH
4	Treasurers Report For full information, please read Ash's reports. Summary: end of 2025 lettings £16,227; interest £550; events £4k. We have had a lot of focus this year on repairs. £1500 insurance Parish Grant; Grants £20k; Water £976; Waste increase £2.7k; Elec £9.2k fixed 2 year deal; £215 on stationery; Repairs £10k; cleaning £3k. Cash end of FY £51,538	ADC
5	Fund Raising	
5.1	Summer Craft Fair – 6 July 2025 The event went well but there was not a lot of people. Stalls looked good. Jan to speak to Jackie to see if there would be an interest in running a 'xmas' fair. Raised £288 from the stalls & £108 from kitchen sales.	JH
5.2	Pizza & Karaoke Night – 17 Oct CANCELLED – due to lack of interest	ALL



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5.3	<p>Quiz Night – 28th November 2025 Paul will look to sort a bar. Discussion around whether to do a raffle or heads/tails game. We would need to get prizes. Kate offered to volunteer at this event.</p>	PH/JH
5.4	<p>Children's Xmas Party – 6th December 2025 Ellie confirmed that she is happy to take the lead again this year and will start to look at advertising shortly.</p>	EB
5.5	Any Other Matters	
5.5.1	<p>Survey In September look to producing a survey asking the village what type of events they would like to see next year. Flyers; Suggestions Box; FB Post.</p>	JH
5.5.2	<p>Sponsorships Look at whether local businesses would be interested in sponsoring any of our events going forward.</p>	JH
5.5.3	<p>Roof Fund Raising – Project Manager All agreed that it would be a good idea to explore the idea of employing a 'professional fund raiser/project manager' to take on the responsibility of raising funds for the new roof. Jan to investigate. Any event held in 2026 all proceeds will go towards the new roof. Look at the possibility of 'sell a roof tile'</p>	JH
5.5.4	<p>Future Events Roller skating people are interested in holding future sessions at the hall. 3 sessions have been booked for November. Jan to discuss whether the would be interested in hosting a 'roller disco'</p>	JH
5.5.5	<p>Regular Booking – Vicki Unfortunately due to lack of attendance Vicki has cancelled all her sessions at the hall, with the exception of a 1 hour session on Tuesday evenings. Previously she had 5 hours per week, so a large income loss for us unfortunately.</p>	
6	General Administration	
6.1	<p>Dropbox No further update. Nic is looking at the possibility of utilising Google Docs/Drive for sharing the various Association documentation with members.</p>	NH
6.2	<p>Bookings No further update on the online booking system. Due to a couple of incidents the 'end of session' checklist has been updated.</p>	KW/JH
6.3	<p>New Members We still need new members to join the Committee. Poster is displayed on the noticeboards. Nic to create FB post</p>	NH



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6.4	Any Other Matters	
6.4.1	Mark Youth Theatre Zoe to send Jan a copy of the annual safeguarding list.	ZK
7	Hall Fabric & Maintenance	
7.1	5 Yr plan Phase 2 of the replacement windows will now take place. Roof is the main focus and any fund-raising efforts will be centred around this. Jan to start obtaining quotes.	ALL
7.2	Grants No further info but will need to review for the roof.	
7.3	Redecoration Work has started in the bar area. Hallway due to start shortly. Work in progress	JH
7.4	Key Safe No further update	JH/MP
7.5	Any Other Matters	
7.5.1	External Tidy Up Completed by Stan and Luke McCarthy	
8	External Leisure Amenities	
8.1	Noticeboards No progress	JH
8.2	Skateboard Park No update	JH
8.3	Any Other Matters	
9	Risk Assessment Stan is now picking up the regular risk assessments. Marion volunteered to assist with the 3 monthly reviews. Jan to show Marion the process.	JH/MP
9.1	Additional Committee Meeting Due to the number of items that need to be discussed before the next meeting and the AGM, it was agreed that an additional meeting would be put in the diary for all members to attend. Date: Monday 27 th October @ 19:30 hrs	ALL
10	Safeguarding Zoe to send Jan the current list	ZK/KW
11	Representative's Reports	
11.1	Table Tennis No representative present. Nothing to report	
11.2	Short Mat Bowls One new member, everything going well.	VMcA
11.3	Mark Youth Theatre Nothing to report	ZK
11.4	MMBC Nothing to report	BD
11.5	Mark 1st School PTFA No representative present. Nothing to report.	EH
11.6	Mark Parish Council Nothing to report.	DK



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Date of next meeting: MONDAY 27th October 2025 @ 2000 hrs