

Minutes for Wadenhoe Village Hall (serving the villages of Wadenhoe, Achurch, Lilford, Pilton, Stoke Doyle and Wigsthorpe) Committee Meeting.

19th November 2024 7.00 pm

Present: Jan Lea, Sylvia Neal, Nick Hollands, Catherine Burbage, Nicola Guise, Susy Brennan

Apologies: Justin Clarke, Susan Groom

1. Minutes of the last meeting (17 Sept 2024) and issues arising:

The minutes of the last meeting had been approved in advance of the meeting and distributed for posting on noticeboards.

Review of pending items

CB advised that the Charity Bank is currently offering 4.46% interest on deposits of over £10000 and application can be made online. The account is FSA protected. It was agreed that CB should proceed with the application(CB)

An invoice from Pete Prior for work carried out at the hall has been requested but not yet received.

SN advised that Pete Prior is trying to find a replacement roof tile for the hall as approx. 50 are crumbling.

It was confirmed that Meter readings are taken after each committee meeting and submitted to our electricity suppliers

A Donation of £100 is to be made to Oundle First Responders who ran the Defibrillator training session.

Wadenhoe Trust have agreed in principle to the placement of a sign requesting visitors to the village to park in the VH car park rather than alongside the hall.

An Electrical Inspection was carried out, and remedial work completed. With improvements made as necessary.

A Fire Risk Assessment also carried out with a number of relatively minor issues identified. There is an Issue with Harris fencing at the pub now restricting an emergency exit route. The Wadenhoe Trsut had been made aware of the situation.

The Pop Up Pub evenings, were reported to be generally breaking even (which was the intention)

Review of Open Points from Best Practice Governance Review

A Statement of Financial Principles has been drafted by CB. JC to review.

JC is to confirm any requirements (re parking) to meet Data Protection rules.

A Hall User Guide, to be issued to Hirers alongside Booking Confirmations had been drafted by NH

JC to be asked to report back on other outstanding points from the meeting that were discussed with NH/SL including the necessity for a Serious Incident Reporting Procedure

2. Financial Update from Treasurer

The working balance in the current account was £ 17302.83 Car park income appears to have halved approximately since the pub closure but could also be adversely affected by the weather and flooding.

Recent Significant expenses includes £966.57 for the electrical inspection. The cost of remedial work and the Fire Risk Assessment are in addition to this sum.

£332.21 was paid to our website host.

It was agreed to purchase a new Christmas tree, and decorations.

3. Future events:

Arrangements for the Christmas Party on 7th December were discussed and tasks allocate to committee members. Booking numbers were low (20) but the usual number of attendees was expected.

4. AOB

5. Date of next meeting 28 January 2025 7.00pm