

**Minutes for Wadenhoe Village Hall Committee Meeting: 7 May 2024, 7pm
(serving the villages of Wadenhoe, Achurch, Lilford, Pilton,
Stoke Doyle and Wigsthorpe)**

Members Present: Nick Hollands (NH) (Chair), Catherine Burbage (CB), Jan Lea (JL), Nicola Guise (NG), Sylvia Neal (SN), Justin Clarke (JC), Susan Groom (SG), Shaun Lynch (SL) (Secretary)

Attendee: Susy Brennan (SB)

Apologies: n/a - all members present

1. Minutes of the previous meeting (26 March 2024) and matters arising

Minutes

The minutes were approved.

Charity Commission Report

The report has been filed within the deadline. Having submitted the accompanying checklist of policies and procedures, NH suggests that this be revisited as part of a periodic charity management health check exercise. NH to convene a sub-committee of members.

Cleaning/ Garden maintenance – A new cleaner has been engaged on similar terms to the previous provider. NH will follow up on garden maintenance with the individual engaged to trim the hedges.

AGM Notice – the notices will be posted advertising the AGM on Monday, 8 July.

2. Financial Update from Treasurer

The working balance of the account of the account is £19,898. Bookings of the Hall remain low. Parking revenue in the year to end-June 2023 was reported at £9,440. In the ten months to end-April 2024, revenue was reported at £9,881. The full effect of the pub closure on parking revenues will be seen in the upcoming summer months.

Recent significant expenditure includes £1,260 for the deep cleaning of the kitchen facilities. An electric/heating bill for £1,905 has been received covering the period from November. Some of the billing period is based on estimated usage. NG will provide EON with an updated meter reading.

The wine tasting event produced a profit of £124. The recent pop-up pub generated cash of £202 – effectively covering the cost of beer and wine consumed. Overall, £395 was spent on wine much of which is in secure storage to be used for future events.

CB is liaising with Virgin Money regarding the opening of the fixed-deposit charity account to generate enhanced interest yield on surplus cash.

3. 80th Anniversary D-Day Commemoration Event

Having liaised with the Wadenhoe, Stoke Doyle and Pilton parish council and the Wadenhoe Trust, the Committee agreed it would support an event on Thursday, 6 June – to be held in lieu of the June pop-up pub.

Funding arrangements need to be agreed. NH will liaise with the Trust and the Wadenhoe, Stoke Doyle and Pilton Parish Council. JC will do so for the Lilford, Wigsthorpe Thorpe Achurch Parish Council.

A further organisational meeting would be held on 28 May once the budget has been confirmed.

4. Defibrillator

It was noted that not all villages in the Hall community have a defibrillator. JL and JC stated the issue has been previously raised at Parish Council level. NG to contact Parish Council requesting a status update on Pilton and Stoke Doyle.

SN confirmed that the defibrillator in Wadenhoe is checked weekly. SL commented that it would be useful to have a basic tutorial session. NG indicated that this was provided a number of years ago, but there are clearly new residents. The Committee agreed this should be considered as an open item.

5. New Committee Member

Susy Brennan (SB) has volunteered to join the Committee. This would provide welcome representation from Pilton. JL formally nominated SB. SL seconded. The Committee agreed to co-opt SB noting that all members would be subject to (re-)election at the July AGM,

6. Date of Next Meeting

Tuesday, 28 May 2024 – planning meeting for the D-Day Commemoration.

AGM 8th July 2024