

MARK COMMUNITY ASSOCIATION

Committee Meeting Minutes – 5 pages Mark Village Hall, Vole Road, Mark at 8.00 pm on Wednesday, 10 January 2024

PRESENT: Jan Horn Chairman
Ashleigh Dewbury-Lugg Treasurer
Karen Smithies Secretary
Jendy Weekes Booking Secretary

Present: Sadie Champion Jon Glauert Paul Hutchings Zoe Kayira
Nic McArthy Marion Pudner Rob Pudner
Kate Wright

Apologies: Paul Impey Vic McArdle Ellie Whiddington

Jon Glauert reported that Tony Hockin, one of the founding members of the MCA, had died recently. He was Chairman when the hall was being built. The funeral will be held at Sedgemoor Crematorium on 26 January 2024. A minutes' silence was held in tribute.

1. APOLOGIES

ACTION

Apologies were received from Paul Impey, Vic McArdle and Ellie Whiddington.

2. MINUTES

The Minutes of 8 November 2023, previously distributed, were approved and signed by the Chairman.

3. MATTERS ARISING

Nothing to report.

4. TREASURER'S REPORT

ADL

ADL reported that hall lettings stood at £7,573 for the first six months, not including deposits. All the monies have now been moved from the Virgin account into the Lloyds Bank account. She also reported that spending had increased substantially this financial year due to maintenance or replacement within the hall fabric.

The Children's Christmas Party had raised £250.00 with 52 children at the event. Those involved believed this number of children was the right amount.

Cash Reserves currently stood at £90,185.53.

5. FUND RAISING EVENTS

- i. **Darts Masterclass:** JW's brother has confirmed he is available to act as compère on either 11 or 19 April 2024 with a start time of 7.300 or 8.00 pm. Tickets would be £20.00 each which would include an evening of chat, a meal (such as lasagne) and throwing three darts with Gary Anderson.

ACTION

KDS had discussed the event with her husband, Peter Beavan, who was the President of the Isle of Wedmore Darts League. He didn't believe the local pub darts league would be interested in this kind of evening but she would discuss this with her husband.

KDS

JH to put out a poll on Mark Village Life to determine if local people would be interested. JW to ask Gary Anderson if he will charge for the evening.

JH

JW

ii. Future Potential Fund-raising and Events

Ideas for future events were a Motown-type evening; an outdoor event such as "Jazz in the Park" or a Summer family daytime event.

It was agreed that we should hold a Sports Day/BBQ event from 2.00 pm to 7.00 pm on 27 May 2024. The idea of hiring a fairground was suggested, but JH thought this would be very expensive. It was thought we could provide our own BBQs with burgers and/sausages. It was agreed that an ice cream van would be popular but Maestros Pizza less so. It was also agreed we could look at hiring a marquee from Jeff Fear. NMCC to look at the availability/prices for a Silent Disco. ADL to look for a children's entertainer.

NMCC

ADL

iii. Gift Aid: JH to amend the online hiring form. Online event ticket purchases offer an option for donations.

JH

iv. Weddings Fayre: Nothing to report other than asking the meeting if this should be held in the Spring or early Autumn.

NMCC

v. Any Other Matters: JW asked if we would be holding the Children's Christmas Party again. It was agreed to put this in the diary for 7 December 2024 and put onto the MCA's website.

JW/NMCC

JG asked if we should hold the quiz again with Kevin Osman as the Quiz Master. It was agreed he should contact Kevin for available dates.

JG

6. GENERAL ADMINISTRATION

i. Dropbox: Nothing to report. Set-up still outstanding.

JH

ii. Bank Account Signatories: This is in progress.

ADL

iii. Any Other Matters: None.

7. HALL FABRIC AND MAINTENANCE

i. Five-Year Plan: ADL reported that the floor in the main hall had now been polished, the stage carpet and curtains had been replaced and the AMP had been installed. JH asked that the heating and replacement chairs be a priority with the AV system and the replacement roof being placed as low priority. In addition, the Energy Audit recommended replacing all internal lights with LEDs. A quote has been received for approximately £8,500.

ADL

- ii. **Stage Curtains – Side-Drops:** JW is waiting for Amesbury & Puddy to install the new side-drops. **ACTION JW**
- iii. **Stage and Bar Carpets:** The new stage and stage stairs carpets have been put down. **COMPLETE**
- Bar Carpets:** NMcC is meeting with a supplier this week to discuss the wood, vinyl or carpet options. **NMcC**
- iv. **Heating System:** No updates from Jane Snow. However, KW had included a new infrared heating system in a number of grants which she had submitted. KW had also included the LED upgrades, replacement chairs and the cleaning of the skylights as part of one complete ‘Upgrade Project’ with an overall estimated project cost of £50,000. **JS**
- v. **Replacement Internal Entrance Doors:** KDS had received three quotes from local firms: **KW**
- Andy Popham, Fineline Joinery, Mark = £3,894 including VAT. This was for like-for-like double doors with glass and new architrave around the door on the hall side;
 - Jamie Hoare, Custom Woodworx, Wedmore had provided two quotes. The first was £845 and the second £1,445 to £1,545 dependent on the amount of glass in the doors with the architrave made good. No VAT;
 - Stephen Newton, Wessex Joinery, Badgworth = £3,553.08 including VAT. This was for like-for-like doors including all new architrave on the hall side of the doors and toughened glass and fire retardant paint.
- JG thought that the doors were functional and asked why we needed to replace them. JH said there was a large split in one of the doors. The architrave on the hall side was also damaged with years of trolleys/prams being banged against the bottom of the wood.
- KDS asked if these doors were fire doors. All three carpenters had said they were not fire doors. JH to look at the plans of the hall. Post meeting: JH checked the hall plans and confirmed said doors are indeed not fire doors. **JH**
- If they were not fire doors, it was agreed Jamie Hoare, Custom Woodworx would install the doors he had quoted for which consisted mostly of glass. This would allow more light into the main hall from the foyer. **KDS**
- vi. **Sink Taps:** JH has asked MW to look at replacing these as there is some leakage. **JH**
- vii. **Replacement Chairs:** KDS produced a summary of three quotes she/KW had obtained.
- Rapide Systems Suppliers, Weston-super-Mare: 200 chairs/5 trolleys = £19,980.00 including VAT;
 - Rosehill Furniture, Cheshire: 200 chairs/2 ‘scoop and go’ trolleys = 16,022 including VAT; and

- Summit17 Furniture, Trowbridge: 200 chairs only = £22,940 including VAT. Due to this high quote KDS said she hadn't obtained a quote for trolleys.

ACTION

These quotes were for the hall's 'brand blue'. KW said if we bought chairs in other colours the costs would be halved. It was decided KW would obtain a quote for grey chairs. She would also look at trolleys which would allow a large number of chairs to go under the stage as they do at the moment.

KW

JG asked why we needed new chairs as the current ones were functionable and would be expensive to replace. KDS said that she thought the chairs were very uncomfortable and if we wished to bring in more customers, for instance holding wedding receptions, we would need improved chairs.

viii. Any Other Matters: None.

8. EXTERNAL LEISURE AMENITIES

i. Noticeboards: At the last meeting it had been reported that two of the village noticeboards, which were maintained by the Parish Council, were to be refurbished with double doors added to keep the notices dry. JH waiting for costings from the Parish Council for the noticeboard at the entrance to the village hall.

JH

ii. Dog Bin Notice: The notice above the dog bin had fallen down and has been rectified.

COMPLETE

iii. Any Other Matters: None.

9. RISK ASSESSMENT

JH asked for a volunteer to take over the review of Mike's Risk Assessments. This would involve carrying out Risk Assessments three/four times per year. KW volunteered to take this over from Jane Snow, who had recently resigned. JH to help KW with the first one.

JH/KW

10. SAFEGUARDING

Nothing to report.

JH

11. REPRESENTATIVE'S REPORTS

i. Table Tennis: Nothing to report.

ii. Short Mat Bowls: VMcA reported that they had only just returned from the Christmas break and had just won one their first league match.

VMcA

iii. Mark Youth Theatre: They are currently working towards a production in Weston-super-Mare in March 2024.

PI

iv. MMBC: RP reported that the green was very wet due to the recent rain. They had recently held two quizzes and are due to have an Open Day for potential new members in April. The date is yet to be decided.

RP

v. **Mark 1st School PTFA:** Nothing to report.

EH

vi. **WI:** Nothing to report.

AB

12. ANY OTHER BUSINESS

Bookings:

- JW reported that the usual Yoga classes were coming to an end. However, a new Yoga teacher was looking to start new classes twice a week on a six- week trial.
- The Children's Dance Class may also close.
- A class for training dogs for this year's Crufts would be taking place this coming weekend.
- A wedding reception is booked for May.

Meeting Reminders: KDS asked if it would be useful for a reminder to be sent to all members a few days before the meeting. It was agreed that she would send a reminder email on the Monday before the upcoming meeting on the Wednesday.

KDS

DATE OF NEXT MEETING

The next meeting will take place at 8.00 pm on Wednesday, 20 March 2024 at Mark Village Hall, Vole Road, Mark.

The Chairman closed the meeting.