

MARK COMMUNITY ASSOCIATION

Committee Meeting Minutes – 5 pages Mark Village Hall, Vole Road, Mark at 8.00 pm on Wednesday, 24 July 2024

PRESENT: Jan Horn Chairman
Karen Smithies Secretary
Jendy Weekes Booking Secretary

PRESENT: Jon Glauert Nic McCarthy

Apologies: Sadie Champion Ashley Dewbery-Lugg Paul Hutchings Zoe Kayira
Vic McArdle Marion Pudner Rob Pudner Ellie Whiddington
Kate Wright

1. APOLOGIES

ACTION

Apologies were received from Sadie Champion, Ashley Dewbery-Lugg, Paul Hutchings, Zoe Kayira, Vic McArdle, Marion Pudner, Rob Pudner, Ellie Whiddington and Kate Wright.

2. MINUTES

The Minutes of 7 May 2024, previously distributed, were approved and signed by the Chairman.

3. MATTERS ARISING

Nothing to report.

4. TREASURER'S REPORT

ADL

ADL had sent her report before the meeting:

Firstly, well done Jendy! She smashed last year's results of £16k hall hire and almost came in £1k more at £16,918.

We had the car boot sale in May which, despite the weather, seemed to be a success. The kitchen did a roaring trade and our net profit overall was £125.

We have had a huge year for improvements and investments, which can be seen by the capital expenditure of £26k, now including £12k for the infra-red heaters which we paid in June, and also the repair costs sitting at £17k. But doesn't our hall look smart!

Electricity, unfortunately, doubled thanks to being tied in with British Gas, but they will be on my hit list in November 2025. Until then we will have to sit tight.

Otherwise what a year!

5. FUND RAISING EVENTS

i. Future Potential Fund-raising and Events

Car Boot / Pre-Loved Sale: 15 June 2024

COMPLETE

Family Summer BBQ - Sunday, 24 August 2024: The following was discussed/agreed:

- **Bar:** JW to arrange the licence. We now have several volunteers to run the bar. NMCC to give ZK numbers of ticket sales and ZK to purchase the alcohol. Any remaining alcohol would be stored in JG's workshop until the quiz in November. JG to arrange to borrow a gazebo for the outside bar area. JH to have a look to see how this would be put up, ie did this need to be weighted-down? JW
NMCC/ZK
JG/JH
- **Money:** ADL to provide petty cash and the card machine. ADL
- **Food:** Two food vans (pizza and burgers/dirty fries) and an ice cream van had been booked.
- **Promotion:** NMCC to put out a weekly drip-feed of information on Mark Village Life; two large posters had already been put out – one by the bridge and one outside Mark Manor School; JH to attach a large poster to the flag pole outside Mark First School; KW to drop flyers at the various camp sites in the area along with an advert in the Mendip Times; and there would also be information put onto the various village platforms. NMCC
JH
KW
- **Grass-cutting:** JW to ask the Parish Council to cut the grass. JW
- **Electrics:** Tim Wheal would provide assistance for this. JH

Quiz - 4 October 2024: The following was agreed:

- JG to put an advert in the September Parish Magazine; JG
- to charge £12 for a table of four or £3 each;
- to hold a raffle at £1 per strip and members would supply the prizes; ALL
- to hold 'Tops and Tails' at the interval;
- JH to ask PH and Stan to organise the bar and JW the licence; and JH/PH/JW
- JG would buy Kevin Osman a bottle of whisky as a thank you. JG

ABBA Tribute Band - 2 November 2024: JW to organise a licence for the bar.

JW

ii. **Weddings Fayre: 15 February 2025:** Nothing to report.

NMCC

iii. **Any Other Matters:** None.

6. GENERAL ADMINISTRATION

i. **Dropbox:** Nothing to report.

JH

ii. **Hiring Charges:** After looking at other village halls pricing, it was decided to increase charges by £2.00. Therefore, the cost of hiring would be £12 for locals and £14 for non-locals.

JW

Bookings: JW reported that there would be a new yoga class from 1 September 2024 along with a monthly Art Society. She also reported that Pilates was booked until the end of September 2024.

ACTION

JW

ii. **Any Other Matters: None.**

7. HALL FABRIC AND MAINTENANCE

i. **Five-Year Plan:** See Treasurer's Report.

ADL

ii. **Bar Carpet:** This has now been fitted.

COMPLETE

iii. **Heating System:** This has now been installed, although the installation company will be returning to look at one of the heaters.

COMPLETE

The old heaters are still in situ and will be removed and the walls re-plastered by Tim Wheal. A future project will be to re-decorate. NMCC suggested Maple Property Services for this work. JH to ask for a quote.

JH

iv. **Replacement Internal Entrance Doors:** Nothing to report.

KDS

v. **Sink Taps:** These have now been replaced.

COMPLETE

vi. **Replacement Chairs:** These are now being used.

COMPLETE

vii. **LED Lighting:** The new lighting has now been installed and a grant for the full amount of £9,500 has been received from Burnham and Weston Energy who work with the CCS.

COMPLETE

viii. **Grants:** JH informed the meeting that we had received £9,500 which would pay for the LED lighting and three grants at just over £10,000 towards the infra-red heating.

KW/JH

ix. **Bleed Kits:** A bleed kit has now been installed outside the village hall alongside the defib. This has been bought by the Parish Council who have asked that we keep an eye on it in case it runs out or is vandalised.

COMPLETE

x. **Memorial Seat:** JH to discuss the location of the seat with the relative on their return from holiday.

JH

xi. **Martyn's Law:** Nothing to report as the new Government will be looking at this during this Parliament.

KDS

xii. **Any Other Matters: Caretaker:** Paul Case has stepped down as Caretaker. Tony Vincent would now be taking on these responsibilities.

JH

8. EXTERNAL LEISURE AMENITIES

i. **Noticeboards:** JH is still waiting for costings from the Parish Council. JW to chase with the Chairman.

JH/JW

ii.	Outdoor Table Tennis Table: MP had received a quote from one company at a cost of £1,800 for the table and £650 for delivery and installation. A discussion took place regarding a suitable location. However, as we did not have a suitable location for the table and it was expensive to buy, it was decided we would not go ahead with this.	ACTION COMPLETE
-----	---	--------------------------------------

iii.	Litter Bin: As there have been no problems with litter over the last few weeks, it had been decided not to buy a new bin for the youth shelter area.	COMPLETE
------	---	-----------------

ii.	Any Other Matters: None.	
-----	---------------------------------	--

9. RISK ASSESSMENT

Tony Vincent would take these on as part of his duties as Caretaker.	KW/JH
--	--------------

10. SAFEGUARDING	JH
-------------------------	-----------

Nothing to report.

11. REPRESENTATIVE’S REPORTS

i.	Table Tennis: Nothing to report.	
----	---	--

ii.	Short Mat Bowls: Nothing to report.	VMcA
-----	--	-------------

iii.	Mark Youth Theatre: Nothing to report.	PI
------	---	-----------

iv.	MMBC: The club is going well. We have recruited well this summer and now have about 80 members. There has been the usual ups and downs with matches and plenty of bowls has been played. Our recent 40 th birthday went well and it was pleasing to host Jan and Jendy among our guests.	RP
-----	--	-----------

v.	Mark 1st School PTFA: Nothing to report.	EH
----	--	-----------

vi.	WI: Nothing to report.	AB
-----	-------------------------------	-----------

12. ANY OTHER BUSINESS

- Youth Shelter: On one side of the shelter trees have become over-grown and need to be cut back by a tree surgeon. It was agreed that Ben Haines be asked to carry out the works at a cost of £350.	JH
---	-----------

- Replacement Windows: JH had received a quote from Iain Jones for replacement windows in the kitchen and the disabled toilets at a cost of £1,540. NMCC said she had seen an advert on Mark Village Life from Majestic Windows offering discounts for Mark residents. JH to investigate costings.	JH
---	-----------

- Car Park Trees: JH had received a complaint regarding dead trees close to the hall’s car park and the bridle path. On closer inspection the trees are on the bridle path side. JW to discuss with the complainant.	JW
---	-----------

- **40th Year Birthday Party:** It is the hall's 40th Anniversary in November 2024. It was agreed we would hold a drinks/buffet party for adults only on the evening of the children's Christmas Party on Saturday, 7 December 2024. JW to organise a licence for alcohol.

ACTION

JW

- **Marquee:** The West Huntspill village hall had recently purchased a marquee at a cost of £750 and had agreed to lend us the marquee for the Family Fun Day in August at a cost of £75. This would house the jazz band in the evening. JH asked for thoughts regarding our buying a marquee for our own use. We could also hire out to help with revenue. We agreed to go forward with this. JG said he was happy to store.

JH/JG

DATE OF NEXT MEETING

The next meeting will take place at 8.00 pm on Wednesday, 18 September 2024 at Mark Village Hall, Vole Road, Mark.

The Chairman closed the meeting.