



Association

Mark

Mark Community

Mark Village Hall, Vole Road,

Minutes: No of 4 pages
2000 hrs on Wednesday 20th November 2024

Present:

Jan Horn – Chairman
Ashleigh Dewbery-Case – Treasurer
Kate Wright – Booking Secretary
Nicola Hiscock – Secretary

Present:

Sadie Champion, Ellie Balmforth, Zoe Kayira, Vic McArdle, Barbara Durston, Marion Pudner

Apologies:

Paul Hutchings, Jendy Weekes, Jon Glauert

Guests: Aline Bennett (WI), Danny Keogh (Parish Council) and Karen Smithies

No	Action/Comments	Responsibility
1	Apologies Paul Hutchings, Jendy Weekes, Jon Glauert	NH/JH
2	Minutes The minutes of 18 Sept 24, previously distributed, were approved and signed by the Chairman.	JH
3	Matters Arising Nothing to Report	
4	Treasurers Report Lettings are slightly down. Lost some key regulars. Interest received £250. £2.1k spent on Family Fun day and Quiz. Family Fun day made a loss of £1.3k. Quiz made a profit of £700. £1.2k spent on the Abba Tribute event. £900 worth of invoices currently being chased. £600 in advanced bookings.	ADC
5	Fund Raising Abba Tribute Night has been deferred to 29 March. It was highlighted that this now clashed with the MYT Production. Kate will liaise with the band to see if there is any flexibility in moving the date again. If not, the event will need to go ahead. Once date confirmed posters will need to be reproduced and advertising to restart.	KW/JH
5.1	Future Fund Raising Events <i>Children's Xmas Party – 7 Dec 24</i> 14 tickets sold so far, last year we sold 50 tickets. Aiming for 35/40 ticket sales this year, if anything less that 30 would need to reconsider whether to run the event. Ellie is going to republish on FB every few days; post leaflets through doors and the school have also published the event to their pupils. It is being advertised as a 'fun afternoon' with more activities and sweets in the jar. Local book seller has been in touch to offer their services and	EB



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	provide a book as a present. Would be nice to support a local supplier. Ellie will also get some additional gifts. Face painting, tombola and refreshments will be available on the day at an additional charge. Help is required to run the event on the day. Kate/Jan – tickets on the door; Kate – tombola; Ash – face painting; Nic, Zoe – assist with set up; Marion/Jan – refreshments; Rob – Santa; Ellie's husband – music; Ellie's mum – face painting; Ellie – games. Donations for tombola prizes are required. Tickets will also be sold on the door.	
5.2	<i>VE Day – May 2025</i> Actual date is Thursday 8 May, 80th Anniversary. It was decided that we would wait for further information as to what is happening nationally before any decision was made in relation to an event.	JG/JH
5.3	<i>Wedding Fayre – March 2025</i> Nic to advertise for local suppliers on FB, see who would be interested in attending. Depending on responses, will determine whether we feel the event is worth running.	NH
5.4	<i>Any Other Matters</i> No	
6	General Administration	
6.1	<i>Dropbox</i> Nic is looking at the possibility of utilising Google Docs/Drive for sharing the various Association documentation with members.	NH
6.2	<i>Bookings</i> Kate has picked up dealing with the booking requests/queries for the village hall in Jendy's absence. Due to Jendy's absence this has highlighted the need for 'back up' of key roles. Kate and Jan to review online booking systems and assess whether there are any options that would be suitable and meet our needs. It was highlighted that there is a system that can be linked to the heating system, so this could be linked to the booking and automated.	KW/JH
6.3	<i>Any Other Matters</i> No	
7	Hall Fabric & Maintenance	
7.1	<i>5 Yr plan</i> We need to think about the roof replacement and how to raise funds to support that. What grants do we need to look at. Do we want to consider solar panels in the new roof?	ALL



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7.2	Internal Doors Iain Jones had been approached for the repair/replacement of the hall entrance internal doors. But we've had no further contact. Karen to send Jan the information she had previously found relating to the internal doors.	KS/JH
7.3	Grants No further info but will need to review for the roof.	
7.4	Martyn's Law CCS and ACRE are monitoring the government response and will provide an update in their next publication this month	JH
7.5	Redecoration The bar and entrance areas need repainting	JH
7.6	Window replacement Iain Jones has provided a quote, £6300 for a like for like replacement. He has proposed to replace the windows in a phased approach, phase 1 – approx. £2k, phase 2 – side windows approx. £1.6k, car park side windows approx. £1.8k. Everyone was happy with this approach.	JH
7.7	AOB	
7.7.1	Caretaker The role with Tony is not really working as well as we would have liked, predominantly due to his skillset, he can only cover the basics. Stan has been undertaking various jobs and following a discussion with Jan, he has agreed to formally take on the role of caretaker. Jan will speak to Tony to give notice, and Stan will officially start on the 1 st December.	JH
8	External Leisure Amenities	
8.1	Noticeboards Danny Keogh reported that due to the new noticeboards being smaller than the originals and locked to all villagers apart from the Parish Council and the MCA (located at the village shop and along the causeway), it has been agreed that one of the old noticeboards will be refurbished and situated on the Jubilee Green. The Parish Council will not be responsible for what is placed on this noticeboard. Jan asked for the details of the person carrying out the refurbishment as we want to look at getting some work done on the Mark Village Hall noticeboard. It was confirmed that the work was being undertaken by Chris Taylor.	JH
8.2	Skateboard Park Insurance – no further update	JH
8.3	Dog Poo Bin It was confirmed that this should be emptied once a week. If this was not happening to either contact the Parish Council or Clean Surroundings Sedgemoor directly.	JH
9	Risk Assessment Stan will pick up the regular risk assessments with Kate conducting 3 monthly reviews.	JH/KW
10	Safeguarding Nothing to Report	JH
11	Representative's Reports	



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11.1	Table Tennis No representative present. Nothing to report	
11.2	Short Mat Bowls Everything was going well, and they had recruited 2 new members. Information regarding billing and dates to be given to Kate	VMcA
11.3	Mark Youth Theatre No representative present. Nothing to report.	PI
11.4	MMBC Nothing to report.	BD
11.5	Mark 1st School PTFA No representative present. Nothing to report.	EH
12	Any Other Business	
12.1	Glass Hire Mike King (Village Shop) has hired the hall for a big birthday party and there was some confusion over the hiring of glasses. It was confirmed that if the hirer was using the bar and had a Tens license, then all glasses (apart from Champagne) were included in the hire charges. Champagne glasses were an extra charge. Jan is going to look at an option of hirings paying a deposit, so all glasswear is included.	JH
12.2	Inventory We need volunteers to conduct an inventory including glasses, crockery as well as giving the chairs a wipe down. Jan will review a date early Jan.	JH
12.3	New Members We will look do another promotion for new members, volunteers early in the new year. Posters and FB posts to be created.	ALL
12.4	40th Anniversary A tea towel/mug design competition was suggested to celebrate the 40 th Anniversary, asking villagers and local schools to get involved in creating a design. Entries would be judged by the Committee, winning design would be created on the tea towel/mug which could be sold to the public, possibly via the village shop. Nic to get costs in getting produced. Everyone liked the idea.	NH
12.5	External Lights These are coming on at dusk and staying on overnight. Tim Wheel to look at costs of changing to PIR's.	JH
12.6	Key Safe Marion has currently taken on looking after the hall keys, but there are occasions where she is not home for collection/drop off. Therefore, we need to look at possible options, i.e. key safe, location – what would be suitable. Jan and Marion to attend a demo to view a possible option.	JH/MP
12.7	Youth Theatre Container We have received the odd disturbance in the past which has impacted the local neighbours. The Youth Theatre had requested to put paving slabs down in front of the container, but this has been declined due to possible trip hazard.	JH
12.8	Any Other Business: None.	



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Date of next meeting: Wednesday 15 January 2025