1. **Attendees**

John Snelling (JS), Diane Snelling (DS), Ros Horne (RH), Guy Wilhelmy (GW), John Horne (JH), Dennis Wells (DeW), Jinny Wells (JW), Richard Harden (RHa), Sue Lawrence (SL),

1. **Apologies for Absence**

Alfie Saunders(AS), Ken Codling (KC), Ro Cove (RC).

1. **Minutes of last meeting**

The minutes of the last meeting were agreed with the no changes.

1. **Action points**

The Action points were discussed and updated on the Action point log.

1. **Finance**

RHa gave an update on the current financial position as at 16/08/21.

**Funds in Bank**

**£28,764.05**

He also advised that the accounts are back from the auditor and circulated the letter from the auditor showing no areas of concern. The committee agreed to pay the auditor £20 for his time.

1. **Building and grounds maintenance**

* **Grounds**
* GW has taken ownership of the Gas compound and is investigating options to eradicate the weed issue.
* DW reported that the drain cover adjacent to the village hall needs replacing, JS added that a cove was also required over the two stop cocks in the same area. **AP1**
* The current risk assessment has highlighted the need for repair of the concrete pads at the front of the hall and the fact that the handrail outside the fire exit adjacent to the disabled toilet runs along the hall and not beside the steps. A discussion then took place about these steps and it was decided that these need to be changed into a slope to be compliant with disabled policy enabling wheelchair users to have a second escape route from the hall. SL and RHa agreed to obtain quotes for these works. **AP2**
* DW made it aware that we need to put cones on the affected concrete areas to alert users to possible trip hazards. DS agreed to purchase 6 cones and mark them a village hall cones. **AP3**
* JS raised the issue of signage for the entrance of the hall and the difficulty when exiting the hall. He also asked for the removal of the sign against the hedge between the main and overflow car park as it is misleading. The committee agreed that it would be a good idea for new signs and possibly having mirrors to be able to see both ways along The Street. These to be included in the quotes for the concrete works.
* **Buildings**
* The quote for remedial electrical works were discussed and the committee unanimously agreed to proceed with all remedial works required to obtain the required electrical certification.
* A discussion then took place re the quote for additional spotlight on the stage and sensor lights behind the hall and it was unanimously agreed to proceed with these.
* The committee then had a lengthy discussion on the pros and cons of proceeding with a fire alarm system. A vote was then taken (5 for and 3 against) and it was agreed to proceed with this.
* He committee then discussed the quote for a CCTV system and whether it was a good use of funds. It was then unanimously agreed that as there have only been two minor issues in recent years that we would not proceed with this at present. However, GW agreed to look at the cost of dummy cameras.**AP4**
* GW advised that the heater that has a replaced starter requires a new instruction card as it still has one for the old igniter. DS agreed to do this. **AP5**

1. **Bookings and Website**

RHo advised that the website is up to date and agreed a date with Sue to take over ownership.. Bookings are increasing with Scottish dancing and the new regular stretch class booking on a Thursday morning both commencing in September. She also advised that there is Two party bookings, a christening and the Scottish dances are holding a Lunch, tea and dance in September. Rho also advised that all regular users except table tennis are back.

1. **Work parties**

No outstanding work parties.

1. **Programme of Events**

* Distribution of Leaflets was discussed SL and RC have delivered theirs, the spares SL had were passed to GW. DS agreed to print leaflets for her self , RHa and Rho. All to be delivered this week.
* DS to put event on The Social Network again.
* Set up at 9.30 am using long tables.
* Rota for Coffee morning

10.00 – 10.30 JW & SL

10.30 – 11.00 Rho & GW

11.00 – 11.30 RHa & AS

11.30 – 12.00 DS & JS

* Reset for evening 12.00
* DS to confirm with Disco when access is required and obtain BACS details for payment
* RHo to purchase balloons for village hall entrance.
* DS to produce poster for A frame and JW to produce banner.
* Clean up will either be Saturday night or 10am Sunday morning.

1. **Any Other Business**

* RHa asked the committee if they were happy for her to reinstate the volunteer cleaners rota to deal with cleaning after parties etc. The committee agreed with the proviso that our paid cleaner continues with a full clean once a week.
* DW advised that he had delayed the annual service of the gas fires as they had not been used last year. After a short discussion the committee agreed that the service should take place as we have a duty of care to the users.

1. **Date of next meeting.**

Monday 27th September 2021 at 7pm at the Spread Eagle.