UVH Committee Meeting Wednesday 13th March 2024, 7pm

Present:

Paula Alford, Nigel Brown, Vanessa Buckpitt, Jane Laming, Sue Lewis, Sally Murch, Ann Page, Geoff Shallcross, Penny Wignall

No	Item	Action
1	Apologies Colin Allbrook, Eileen Beer	
2	Minutes of last meeting on 17th January 2024 Agreed & signed.	
3	Matters Arising	
	 Skittle alley – It was agreed to look at the skittle alley when more people were around to lift it i.e. at the Garden Show preparation. Garden Seat - John to repair Fire Alarm Incident – Penny & Geoff met with the party concerned and the latter have agreed to contribute to the cost of the call out charge by the fire alarm company. It was agreed to amend our terms & conditions to state that no heating equipment is to be brought on to the premises without the permission of the trustees. Nigel to amend the terms & conditions and a copy is to be placed on the noticeboard in the hallway. New Booking System – Geoff & Nigel reported that it is working well and overall bookings are increasing in the hall. The car park will not be listed as a separate area. Partly due to the Mexican food van no longer trading from the car park. Invoicing is now via the new system. 	JA NB
4	Sound System & Grants	
	Penny and Nigel presented draft text for grant applications including 'Award for All' Lottery funding. The committee approved the text and an application will be made in April for $\pounds 20,000$. Costings to be finalised. Nigel to pursue other grant applications.	NB & PW
5	Treasurer's Report	
	Bank balance £20,421 It was agreed to renew the WIFI contract. The end of year accounts were presented to the committee and agreed. Our income had increased by 17%, but our reserves had fallen by	

	\pounds 1,491 – fundraising was down by \pounds 200, there were no grants awarded this year and \pounds 5,000 has been spent on necessary repairs and maintenance including electrics and fire safety. The accounts will be circulated prior to the AGM in April.	JL
6	Events	-
	Burns Night 27/1 – All agreed it was a very enjoyable evening and our thanks to Trevor & Mary Wilson for paying for the Pipers for the event. £300 was raised for the defibrillator fund. Left over bar stock (2 x spirits) are to be used at the Garden Show.	
	Car Boot – Date revised to Sunday 19 th Maybecause of the announced closure of the bridge, which was in turn cancelled! 10am-1pm, set up from 9am. Tabletop in Hall, 1 table per person, 18 max. Car booters in car park, not on grass, max 10. £10 per table or car. Bacon rolls etc. to be served. Jane to liaise with Sam & Ann re advertising.	JL
7	Antique Fair	
	28 th April – rota organised, leaflets printed and being circulated. The committee decided against the purchase of a Zettle card machine at the present time and preferred to keep the café on a cash only basis.	
8	Update of Parish Council Meeting	
	Michael Wheaton has replaced Matthew Jones as Chair of the PC.	
	The Parish Clerk is to contact Richard Sable of Highways to ascertain the responsibility of the fencing alongside the road from the railway bridge running down to the station entrance - <i>No further update.</i>	РА
	No news on Snow Warden scheme <i>No further update at present</i> .	
	Parkgate –On 7 th March Mr & Mrs Pouncey discussed the reasons for their proposed housing development at a meeting in the Hall, that was well attended by concerned residents. Many questions were asked and a further meeting was proposed. Paula advised that there is to be a drop-in exhibition where the plans will be displayed in the Hall from 3-7pm on 28 th March	
	and local residents will have the opportunity to discuss the plans with the planners and developers.	

9	Speed Watch Update	
	No update was available at this time.	
10	Spring Clean	
	Saturday 24 th February – thanks to all those who helped with the spring clean, many of the tasks (on the list kindly collated by Sue Lewis) were completed. Vanessa & Paula to tackle the outstanding bar area & the extractor fan in the kitchen. Geoff to purchase more washing up liquid µfiber cloths for the kitchen.	PA & VB GS
11	AGM – 24 th April	
	Details to be circulated 21 days before.	JL
12	Trustee Names on Website	
	The trustees decided it was not necessary for all trustee names to be published on the UVH website. These are available on the Charity Commission website and on our published minutes.	
13	Website Review	
	It was agreed to update photos and details of regular events. Sam to send Nigel any suitable material.	SS & NB
14	Any Other Business	
	Paula – suggested a new Facebook page for Umberleigh Village separate from Umberleigh Village Hall. Paula will talk to Sam about setting up.	РА
	Sue – servicing of heaters – Geoff advised that the electrician has fixed two faulty heaters and they are included in the annual PAT testing of all electrical appliances. John Andow to vacuum them as part of regular cleaning regime.	JA
	Sue – dishwasher possibly faulty. To be checked. Instructions to be rewritten as currently not clear. Also those of the hot water machine.	JL
	Jane – a grant of up to £300 is available to help organisations provide access to books & reading. Nigel to apply for the grant by $31/3$ and Jane to purchase a bookcase on which second hand books can be displayed and swapped by visitors to the hall.	NB & JL
	Jane – to install a maintenance book so any users/visitors to the	

	hall can note down any issues that need addressing. To be reviewed by the caretaker.	JL
	Geoff – Tom Murch to strim and trim the grass and hedges. A blind needs repairing – Penny to action. Sliding doors are difficult to operate. To be sprayed with oil.	GS PW GS & JA
	Penny - has discussed with the Head-teacher the usage of the toilets by the pupils of the school. The younger pupils will be taught not to use too much toilet paper and hopefully this will stop the toilets from getting blocked.	
15	Date of next meeting – AGM Wednesday 24 th March 2024,7pm in the Hall	