

**MINUTES OF THE WHITTINGTON VILLAGE HALL MANAGEMENT TRUSTEE
MEETING HELD ON 7.30 MONDAY 9TH NOVEMBER 2020
Via ZOOM**

1. **Present** : Mr G Hyde (Chairman), Mr J Palmer (Vice Chairman), Mrs C Jones (Booking Secretary), Mrs L Lacey (Treasurer), Mr D Price, Mrs P Stewardson, Mr M Stewardson, Mr J Hall, Mr D Pattison, Mrs B Taylor, Mrs S Evans, Mrs M Worsfold (Secretary)
2. **Apologies** : Mr S Newman, Mrs J Perry
3. **Minutes Previous Meeting** – Held 12th October 2020. The minutes were proposed as a true record by Mrs S Evans seconded by Mrs L Lacey and signed by Mr G Hyde (Chairman)
4. **Matters Arising** – Meeting 12th October 2020-
Creperie Pitch – Chris said she had spoken to the owner and he said it had been very successful and he was pleased to be welcomed in the village and will be happy to come again next year.
5. **Covid update** – Chris gave details of current situation. Copy of the report attached.
Cleaners Contract – Report attached.
6. **Minor Maintenance** -
Door Stops – John said that this work would be carried out during the last week of lockdown ready for when we re-open.
7. **Treasurers Report** – The report was circulated to all members prior to the meeting. Lynne said that the figures show expenses and movement of money from the LDC Grant. The accounts were accepted by Mr D Price, seconded by Mr J Palmer and signed by Mr G Hyde
Garry asked should we give half price for a further month, we could discuss this next time, he said that over the last year we have lost approximately £18,000 in income. We are very grateful to have received the £25,000 grant.
8. **Booking Secretaries Report** – Report attached.
9. **Doctors Liaison- Update** – Garry said that the surgery is operating again on Mondays and Fridays. We will be charging them from October 2020
10. **Health and Safety** –
Additional External Lighting -John reported that Geoff Clark would be carrying out this work this week weather permitting.
Gate to Rear of MFL- Garry said that a second lower quote had been received, the first quote was for £1300 the second one from the manufacturers was for £1200, it was agreed by the Committee to accept the lower quote- **John Palmer to progress**
11. **Correspondence** –
Charity Commission News Letter – Chris said that Lynne had circulated this to all members and suggested they take time to read it through as there were certain important issues.
Garry suggested that along with Chris and Mal he would look at the report to consider any implications
12. **Essential Major Maintenance** –
Chris to circulate BR List with the minutes.
13. **Finance Sub Committee** –
Finance Committee are looking to meet in November, David has some proposals for next year, **Lynne to arrange a zoom meeting.**

2020 Projects – Updates

Purchase IT Equipment – Treasurer - on hold until new financial year

Tarmac Car Park - On Hold

Ground Work /Hedge Cutting – Garry said that the Hedge Cutting had been carried out.

Lynne said that some weed spraying had been done but there were some areas that need looking at. Garry said he would talk to the contractor – **Action Garry**

Replacement Curtains – On hold

14. **User Group Reports** – Nothing to report

15. **Buddy Users Groups Reports** – No issues raised

16. **Publicity /Promotion Committee**

All items on hold

17. **Carols Round the Tree** –this has been removed from the programme. – **Remove from Agenda**

18. **Grant Application**

Purchase Indoor Christmas Trees – Remain on Agenda as reminder

Garry said that the Christmas Tree would be going up outside, he would arrange with John, Jon, David and the Parish Council to check on the date it is due. It will have lights on.

WFEG – Christmas Market on the Car Park – Garry said he had been asked for a plan of the carpark as they are going to work out a plan. He asked Lynne if when this was done if they could let us have a copy. Chris said she had sent out the paperwork in relation to Risk Assessments.

19. **Any Other Business** – David said that he had removed the original wooden sign from the side of the hall and had refurbished it. Painting the bollards white this was on his list. – **David to progress**

20. **Date of Next Meeting** – Chris said that we would not normally have a meeting in December but it would be useful to talk things through.

21. Date arranged for next meeting is 7.30pm 14th December via Zoom (please bring a glass of wine and a mince pie)