

Minutes – Little Cheverell Village Hall Meeting 17th February 2025

1. The meeting was opened at 7:30PM by the Chair; this present were Barbara Phillips (Chair) Mike Phillips (Secretary and Parish Council representative member) Nicola Broe (Treasurer and Parochial Church Council representative member) Claire Williams, Nic Bollen, Liz Lerversha, Charlotte Dyer.
2. Apologies; None received Absent: Drew Spearey.
3. Chairmans report

The Christmas tree funded by the Parish Council was a popular choice and brightened up our festive events, the Parish Council has agreed to continue to pay for a tree in the future although a couple of the floral displays will not continue (Laundry Cottage planter and the Millenium green planter).

The new heating system installation should be finished by the Weekend, the hall feels much warmer! – updated, the system is now fully operational and the hall is drying out nicely.

Internet; The new heating system is controlled via the internet so the hall will need Broadband installed, the Parish Council will own the contract with BT. This will enable free Wifi in the Hall for all users as well as the remote operation of the heating system. Currently waiting for Openreach to run the fibre to the building.

The Parish Council Website now has a calendar embedded which has all the Village Hall events noted, you can all subscribe to the calendar.

Licencing: The Alcohol and entertainment licencing application will be submitted on 29th January, the consultation period will end on 26th February. £100 paid in application fees.

PPL/PRS Music Licencing; The Hall needs to be licenced. Cost is around £180 per year. Quote pending, Treasurer to prepare an income statement for the application form.

Store Room Mike will install the skirting board once the heating is up and running.

Grants to be sought for the windows and the kitchen improvements we need. Do we have a volunteer to help identify the grants?

Electrical installation periodic checks (EICR) have been completed as they are needed for the insurance renewal process. £288

Due Soon: Insurance £760.80

Fire Safety Checks / Fire Extinguisher checks Due week Commencing 24th

4. The minutes for the meeting held on 5th November 2024 were approved as an accurate record of the meeting by a show of hands.
5. The committee unanimously voted to for Liz Leversha to join the committee and add her to the charity as a trustee
6. Mike Phillips was unanimously voted onto the committee as Secretary
7. Not resolved: A Proposal to move the current water heater to the Toilet and replace it with a more powerful one to allow for washing up, quotes obtained from a plumber. £646.36, it was decided to defer this for the time being as there

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are also plans to upgrade the kitchen. Quotes to be sought for the work and grant funding explored.

8. The Treasurer reported that the finances are healthy with a current account balance of £1550.89, Cash £106.10, Investment account balance £3592.05 and a deposit account balance of £19,212.50, this amount being reserved for the heating project and match funded grants for future improvements to the hall facilities. Total income for the 10 months ending 31st January 2025 was £8,268.33 excluding the grant from SSEN for the heating system. Expenditure for the same period was £1082.50, however it should be noted that a number of big ticket expenses e.g. Insurance of over £750 will increase expenditure significantly by year end.
9. Not resolved: a proposal to consider not taking cash and consolidating event income into monthly income to make accounting easier, no consensus was agreed.
10. Not resolved: Proposal to consolidate income into monthly buckets. As per point 9 above.
11. Resolved a Proposal to change banking provider to Unity Trust Bank. All in favour, Nicola Broe to begin the process. This bank specialises in Community organisations and offers improved deposit account interest and account management options.
12. The Village Hall Charity Commission constitution was presented by Mike Phillips and the document circulated to trustees by email on 19th February 2025. The purpose being to ensure all are aware of the objectives of the charity.
13. Trustees roles and responsibilities. Mike Phillips outlined responsibilities and encouraged the group to view the Charity Commission five minute guide videos, link sent by email on 19th February.
14. Event Plan 2025:

Committee organised events

Open day or night to showcase the heating system (SSEN and other VH stakeholders to be invited) Planned for 15th March 3 – 5PM, sent to News and Views and added to the website, SSEN invited. (Mike Phillips and Claire Williams)

Easter Egg Hunt 18th and 19th April (Claire Williams will lead)

Barbecue 28th June 2025 (Nic Bollen is the lead)

Fete 17th May 2025 (Barbara Phillips is the lead)

Quiz Night 28th March 2025 (Claire and Joe Williams will lead)

Cheese & Wine 26th September (Nic Bollen will lead)

Oktoberfest 11th October (Barbara Phillips will lead)

Christmas Wreath Making December, date and event to be confirmed.

Pre-Crib service drinks 24th December (all)

Plant sales? To be explored

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Other Events

Jazz on Sunday 6th April, 4th May, 1st June (Henry Liebling will lead with support)

Regular hire from outside groups/ clubs – any takers? (Committee to ask around)

School trips to see the Sheep washing pool? Probably not practical

Meeting closed.

Next meeting of the committee is planned for the 30th April 8pm at the Village Hall