

Meeting of
Weston Village Hall Management Committee
On Monday 24th March 2025 at 7pm

Attending: Angela Martin (Chair) Alison Elsmore (Treasurer/Secretary); Derek Gair (Booking Secretary);
Jon Mayne (Health and Safety Representative), Matt Willing (Facebook page action)

1.0	AM welcomed everyone to the meeting	Action
2.0	Apologies: Julie Gair (Minute Secretary); Gail Wray (PC Representative)	
3.0	Minutes of Previous Meeting 3.1 - The minutes of the meeting held on 17th February 2025 were approved as an accurate record	
4.0	To note any declarations of interest - AE declared that she has a temporary contract of employment with Entrust	
5.0	Matters Arising 5.1 - AM has still to contact D Kirby 5.2 - Concept Environmental Risk Assessment report - AE has passed over to JM who will review. A comprehensive report and action plan required 5.3 - Cleaning issue - JG has discussed with cleaner Marg and if there has been a busy weekend with bookings at the hall Marg will start at 7am on the Monday morning to ensure the hall is clean for the table tennis group. DG to advise Marg of weekend bookings 5.4 - Fire signage, the stick-on signs have been applied to the bar area doors and front door 5.5 - Floor sealant in entrance hall, JG has agreed this with Marg and hopefully being done Saturday 29 March. Cost £50	AM JM DG
6.0	Chair's Update 6.1 - Matt Willing attended the meeting to discuss the VH Facebook page; Matt has looked at Angela's phone and found she was connected to the current FB page of the Hall and hopefully he will be able to connect others to enable them to post information 6.2 - The next compass will be a double edition in June 6.3 - St Andrews Primary School have asked if they could bring year 2 children to the coffee morning on occasions from 11.15am to 12noon. AM contacted the coffee morning group, and they will be pleased to accommodate them. Drinks and biscuits to be provided. A risk assessment will be required. 6.4 - The Woolpack are proposing a VE celebration day on Saturday 10 May.	AM/MW
7.0	Treasurer's/Secretary's Report 7.1 - Bank balance 28 March 2025 - Current account balance £12,193.08. Deposit account £26,581.87 7.2 - Of the McColls payment owing to us since bankruptcy, a cheque for £292 has been received	
	Lettings Update	

8.0	<p>8.1 - Healing Voices is a choir which aims to inspire and support people affected by cancer; they are a charity supported by Macmillan Cancer and would like to book 2 hours on Monday nights from 7.30 to 9.30. DG has advised them that the charge would be the community rate of £7 per hour, this was agreed by the committee. DG to contact choir to confirm booking</p> <p>8.2 - Occasional booking – (i) weekend 19 April; cover needed as DG will be away. Varsity Liganin (family gathering) 9am, Sat 19 at 9am to 11 am Sunday 20 April; (ii) 12 and 13 April Christian Mission Fellowship for the weekend (iii) the Midland Terrier club who came for the day last February have now made two Sunday bookings for Sep 2025/Feb 2026</p> <p>8.3 - The Heart of Weston bookings – currently paying £15ph for coffee morning and quiz night and £98 for screening days. After some discussion the committee agreed to review prices of non-standard rates</p>	<p>DG</p> <p>Cover tba</p>
9.0	Health and Safety – no report	
10.0	Parish Council Update -no Parish Councillors were at the meeting, so nothing to report	
11.0	<p>Maintenance Update</p> <p>11.1 - Door key in committee room broken, 3-star high security replacement lock agreed</p> <p>11.2 - Outdoor drains have been blocked, sign needed in kitchen saying no fat to be put down drain</p> <p>11.3 - Toilets also get blocked- to be monitored, Julie to liaise with cleaners how often this happens</p>	<p>DG</p> <p>DG</p> <p>JG</p>
12.0	<p>Social Events</p> <p>12.1 - Coffee morning 7 April only due to holidays</p> <p>12.2 - Fete planning event - date agreed 7 April 2025. (i) Jon agreed to provide truck and trailer at the fete (ii) Alison has posted details and invited all regular users to attend (iii) Road closure to be applied for (iv) formal notification sent to Parish Council</p>	
13.0	Any other business - none	
14.0	Date of Next Meeting – AGM Monday 28 April 2025 at 7pm	