

**Minutes of a General meeting for Trustees of Garvestone Village Hall, held at the Hall
at 7.30 pm on Monday 31st January 2022**

Jon Gooch was elected to chair the meeting

Attendance Jon Gooch, Ruth Gooch, Margaret Jennings, Dot Leeder, Andrew Blake, Michael Garrod, Rob and Margie Fielding

Apologies Rev. Tim Witherspoon, James and Tamzin Garrod, Stephen Smith

Membership

Carol Wright has been invited (form for trustee to be delivered); Judith Dobson has resigned

Items Discussed

No charity commission progress as yet

Hire charges: Jon and Ruth Gooch have done some research on local pricing. Item carried forward.

Ruth has asked all hirers to respect parking rules: to be carried forward.

More work on the car park is needed.

Three lamps are not working and emergency lamps need testing and replacing as necessary.

Plumbing work has been carried out; gents took 4 hours, ladies to be completed. We now know where the stopcock is.

It is agreed that Michael Garrod buy some grass seed and reseed as necessary

Meeting dates for 2022: proposed Mondays 11 April, 11 July, 24th October (AGM) all at 7.30

**Minutes of a Meeting of the Garveston(e) Village Hall Committee, held in the Hall
following the General Meeting on Monday 31.1.2022**

Present Jon Gooch, Ruth Gooch, Margaret Jennings, Dot Leeder, Andrew Blake

Jon Gooch was elected to chair the meeting

1 Apologies Stephen Smith

2 Minutes of the previous meeting held on 17th December 2021

Agreed with the following amendments:

Parish council clerk is available by postbox, not email

Door numbers: strike

3 Matters Arising not elsewhere on the Agenda

None

4 Financial Report

Today (31.1.22) an Omicron grant of 4K was received

The Bank balance is 31,998

Banking arrangements – Stephen Smith currently downloads statements, no one else has access despite Margaret trying. The rest of us need to be signatories – *AB to talk with Stephen*

5 Membership

No changes

6 Reports and Running items

Jon Gooch handed out a ‘how to change door code’ sheet [new code front door 7735]

Employment status of cleaner – *tasks and contract, prob. 10 an hour from April 1st. She is self-employed and should therefore be able to give us a UTR*

Members’ Handbook, revised (*by Jon*) version in preparation

Contents of Large Folder as above – *Dot to find memory stick*

Child Protection Policies *we have 2, which is valid? The longer one is on the website, the one- page version should be displayed on the building’s noticeboard*

Safeguarding training *Dot and Tamsin Garrod are responsible*

Hire of QEII Field ?

106 money (£6,027.89, with Garvestone Trust also paying £1,500): *the rugby and football posts have arrived and need installing, Margaret is working on it. Roundabout was too expensive, we didn't need safety equipment at an extra 2K*

Kitchen refurbishment

Meet'n'Eat *is to be revived from May this year.*

Public Liability insurance

Whinburgh and Garvestone Bowls Club – *have paid no invoices for water and electricity since 2018 till 2021. They aren't happy to pay 300 p.a. (?) though Liz Buckley paid the bowls club 3K of our Covid grant last year. They pay £5 per match for use of loos.*

Renaming of Main Hall – *will be renamed Elizabeth Buckley Hall at 2 pm on April 16th, M quotes. Afternoon tea. Group news? DL to do a preliminary list, email current members*

Scuffs on hall floor *no progress – Rachel?*

Bottle bank - *the wires are higher*

Car parking for residents *need to renew licence*

Sign saying 'no parking beyond this point' *has been ordered*

Store/ empty shed *has been unlocked*

Gardener has finished (was a student job). Margaret to get prices for a replacement? *None needed*

AV improvements *have been carried out and the AV equipment is now boxed and locked*

Proposed Date of village hogroast *booked for 30th April – Margaret wants to do this for churchyard maintenance. Church to pay hiring fee – licence to do food, raffle, insurance?*

7 AOB

None

8 Date of next meeting

Friday 18 February at 10.30 am.