

Garvestone & Thuxton Village Hall

Trustee Directors' Board Meeting

Tuesday 28th July 2025 at 2 pm

Minutes

Present: Stephen Smith, Chair (SS); Ruth Gooch (RG); Jon Gooch (JG); Andrew Blake (AB); Lesley Griffin (LG).

1. Apologies. Dot Leeder (DL); Kerry Collinson (KC).

2. Notes of General Purposes Meeting 16th June

No alterations. SS confirmed his full recovery.

3. Matters Arising

SS summarised his work to date on the year-end accounts in readiness for the AGM in October.

4. Bookings

RG reported positive news. Youth Football confirming it is shortly going to be running, and all paperwork has been completed. Confirmed also that use of the changing rooms is not essential.

Children's fitness classes on field have been well attended and although we expected them to stop over the holidays and begin again in September, they have been so popular they have now also booked some slots in the school holidays as well.

5. Finance

5.1 Trustee Listings. SS has updated list on Charity Commission website, removing all those who are no longer board members. **AB** has checked Company's House and found DL is not listed, so **will check details with DL and submit.**

Access to online bank for LG still not complete so she cannot set up new payments. **SS to chase again** and also increase the number of directors who can authorise changes.

SS has looked at other ways to obtain a payment / credit card but without success.

Another approach to get a card for Deborah will be made now she has returned.

Savings account also to be chased once we have director lists matching at Charity Commission and Company's House.

5.2 Business Rates – AB has completed form for small business relief and received acknowledgement. (7th July)

5.3 National Lottery – Closure of Charge. AB has sent a holding letter and received acknowledgement. Solicitors have asked all directors to submit evidence of identity. AB also has submitted to solicitors the papers that he hopes are adequate for their needs, having worked through the paper and computer files that JG and RG retrieved from Liz Buckley's computer, thanks to help from Rachel on behalf of the executors.

5.4 / 5.6 Snack Bar / Bare Bean. RG summarized the continued efforts by e-mail, telephone conversations or texts to obtain a response from Michelle, and the continued lack of response. Payment of the outstanding payment of £50.00 has also not happened. RG and JG had also checked again the meter readings and invoices and confirmed they are correct.

All AGREED that the attempts to support this venture have failed and that we should now cancel their licence and give them one month's notice, requiring their trailer to be removed by the end of August. **SS to write to Michelle at Bare Bean.**

Also noted – the Post Office Van appears to have stopped visiting at all. Details to be removed from notice boards and website. **(JG to arrange).**

5.5 Feed-in Tariff. AB had circulated the Eon statement, and all agreed it showed a surprisingly small benefit from the turbine. Further analysis will be carried out over the next quarters and attempts made to assess the savings value of own generated consumption. At present the viability of the turbine seems doubtful, but now AB has gained access to the figures this will aid analysis.

5.7 Meet & Eat. There has been some pressure from the catering team to increase the price of each meal to cover increasing costs and reflect the value of what we provide. It was suggested the price should increase to £8.00 per head - AGREED. LG reported that on average each event produced about £100 after main costs. Electricity not accounted for. Proposed that we announce the decision at August meeting, but that the increase will apply from September meeting onwards. **LG offered to prepare signs for the tables** to be used at the August event. **AB agreed to inform the team and to ask that chocolates be re-instated in future.**

5.8. Film Nights. Profits from these events seems to have lowered and SS asked if we could source films more cheaply, but AB suggested it has not been possible to find a legally permitted way to do so. JG asked if titles and prices could be decided very soon as these need to be publicised on the website (JG), on posters (SS) and Group News (RG) who will need the details next week. **AB agreed to get agreement and to pass details on to JG, RG and SS.**

6. Bar Area Refresh

SS has researched cool cabinets for storage and display of drinks and the going rate seems to be around £400 to £500. All AGREED that the moving of the current 'Meet & Eat' cupboard and general improvement to layout of the bar room should go ahead and the exact choice of cabinet can be decided once space is allocated. Working party to convene on Friday 1st August to begin main movement of storage shelving etc. Those who can attend being SS, JG, RG, AB, LG. Michael Griffin has also offered to help.

7. Police Access

RG explained recent use of the upstairs meeting room by the police for public meetings and some apparent problem with access. Also there have been a number of incidents of suspicious behaviour around the hall and these together led to the idea of providing the key code to the side door to the police and inviting any officers on duty in the area to make use of the toilets. This would be in part a service to the community, but also increase police visibility around the hall and school. AGREED and also suggested to include the speed watch team. **RG to make contact with police and Speed Watch.**

8. Maintenance Issues

8.1 Heating and Hot Water. Service is booked for tomorrow. **JG to attend.**

8.2 Fire Doors etc. DL had circulated a comprehensive report and was in the process of obtaining quotes for a range of work. Possible cost of £3,000 for all to be carried out.
Further news from DL awaited.

8.3 Play Area. SS had been at a recent Parish Council Meeting and they had reported that they were awaiting contact from DL to advise them of work that the ROSPA inspection had highlighted. **DL to contact Parish Chairman.**

9. A.O.B.

9.1 Hall users and interruptions. Some occurrences of public entering the hall whilst it was being used by hirers. Hirers to be encouraged to lock the door once their event had commenced.

9.2 Mid-Summer Fair. LG provided a summary chart of the finances, and it was agreed that the overall profit of £259.68 was a good result given the turnout.

LG suggested that possibilities for a future event were around Christmas and a Fayre with stalls and seasonal refreshments would be a good idea. All AGREED on a date – Saturday 6th December from 2pm to 4:30pm. LG offered to organise and encourage stall holders from her contacts.

Also AGREED to run another New Year's Eve event with sharing buffet for food and drinks from the bar. Free entry, bring food, buy drink. 8pm start.

9.3. Youth Football. RG confirmed bookings as noted earlier. Also, they have asked if they could store their line marker in the store rooms. All AGREED.

9.4 Vehicle charging units. Following a mailing, it was AGREED that we have no space nor much expected demand from hirers.

9.5 Film Nights – Washing Up. There is a need for more volunteers. Noted.

9.6 Date for AGM. AGREED on Thursday 23rd October at 7:30pm.

Also, dates agreed for a Working Party to clear weeds, etc. Saturday 4th October AND Saturday 1st November each 10am, to 12noon. Tea and Coffee to be provided FOC.

Next Meeting. Monday 29th September at 2pm. In the Meeting Room

Meeting closed at 4:05 pm