

# Gilston & Eastwick Village Hall

## Management Committee Business Meeting

Monday 21<sup>st</sup> October 2024 start time 7:00pm

### Minutes

Apologies for absence. None

1. Review of last meeting minutes (July 2024)

All accurate and agreed

a. Business Meeting

Matters Arising not covered in the agenda

None

**2. Treasurer's Report & items for discussion**

a. Income & Expenditure to date

Thanks to Linda for producing

b. Hall hire and car park charges – review for 2025 / 26

High Wych is higher for casual bookings, less for regular. Hunsdon is much more expensive than High Wych. Gilston is £14 for 1-off bookings. Put this up to £16phr for children's parties, casual and non-resident bookings. Put up casual commercial bookings from £15 to £17phr. New prices to start 1<sup>st</sup> Jan 2025  
Car park charges to stay the same.

c. CCLA account

£10.57 interest received, twice per year

**3. Bookings Update**

a. Summary of previous 6 months bookings

A

ll regular bookings are staying the same. New Zumba and Pilates classes booked up until end of March.

YMCA was cancelled but now they have found someone new to continue the classes.

Irish Dancing booked until December and will give next year's dates soon.

Canal Ability is set to continue.

b. Future booking commitments

There is a New Years booking from a local resident.

Wendy Dunlop has booked a speech therapy session.

Interest from a baby session on Wednesday afternoon.

Lots of bookings for children's parties.

30<sup>th</sup> November Church Quiz

Cleaner has been changed to Wed 1-3pm 3 weeks per month.

Accident forms are in the book in the kitchen

c. Booking form amendments? E.g. bank details?

**Completed?**

Charity No 302368

Chair: Janine Bryant

Vice Chair: Trevor Brown

Treasurer: Linda Harvey

Bookings Officer Erin Reilly ([gevillagehall@gmail.com](mailto:gevillagehall@gmail.com))

Committee Members: Christine Law (PCC rep), Claire Reilly, Yolande Clarke

Erin sent form to Christine to upload onto parish website. Microphone needs fixing- Linda and Janine to ask people they know. Erin to try changing batteries first.

d. Holiday cover for Bookings Officer

e. Access to hall generic email – [gevillagehall@gmail.com](mailto:gevillagehall@gmail.com) **Outstanding?**

Erin to show Janine how to get into emails when she is away.

#### **4. Land Registry update**

Still ongoing

#### **5. Hall improvements –**

a. maintenance tasks supported by Probationary Service

They didn't finish completely but Trevor will complete the unfinished jobs

b. Solar power generation update

Update in Feb meeting

c. Potential future projects

#### **6. Improvements to garden - £735 + VAT**

Ask them if we accept the quote can they maintain flower beds, weeding etc on monthly visits. Possibly changing to twice a month?

i. "Regarding the memorial bed, I would propose stripping the existing plants with the exception of the lavender, which we will cut back. Then add a mix of lavender and rosemary to the front of the bed then a mix of mature evergreen and flowering shrubs to the rest of the bed, then topping up the slate."

ii. electric vehicle charging points                      ongoing waiting for land registry  
iii. others ?????

paint outside of building , finish painting the railings. Get a quote for March.  
Friday is the best day.

Other minor jobs for Trevor to finish off/repair: paintwork, door handle to interior cupboard, replace tile on ceiling, kitchen door, hall door.

Future jobs include committee room, toilets and lobby need repainting.

Rendering where the bees were. New clock for the hall-Janine to buy. Put up pictures and portrait of the King. Linda has bought a display stand. People can put photographs on including drone pictures.

#### **7. New business / hire opportunities**

Already covered

a. East Herts Council Community Grant successful application. 2 new exercise classes aimed at older residents – Golden Zumba & Chair Pilates

b. Others?

#### **8. Improve & promote hall presence**

a. New website design

Change to new pictures without green doors and add floorplans. Christine to take pictures of chairs laid out when she sets up for quiz night.

New Domain name for website £25.99 for 3 years. 5 emails £2 per month.

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Gilstonandeastwickvillagehall.co.uk Erin to pay to set it up. Emails for treasurer, bookings officer and chair. New website to be launched in a couple of days. Erin to take pictures wed morning before work.

b. Facebook

Erin to continue with Facebook and advertise for new committee members.

**9. How to find new Committee Members - Facebook**

**10. Future meetings**

Mon 17th Feb 2025 AGM & Business Meeting

16<sup>th</sup> June, 13<sup>th</sup> October, 2025 16<sup>th</sup> Feb 2026 AGM

**11. Any Other Business**

Janet the cleaner has left. Send card and gift of £125.

Fund raising – horse racing March/April

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