

**ILSINGTON VILLAGE HALL
COMMITTEE MEETING MINUTES
Wednesday 26th May 2021**

1.	Present Liz Butler (chair/secretary), Penny Young (treasurer), Sylvaine Lacrosse (booking Clerk) Jenny Prior (Parish Council), Paddy Kerwin, Sue Norris, Ty Lyn
2.	Matters Arising <ul style="list-style-type: none"> - The minutes of the meeting in May 2021 read and approved - There were No matters arising
3.	Chairman's Report <ul style="list-style-type: none"> - This was covered in the agenda items
4.	Treasurer's report <ul style="list-style-type: none"> - Current account £2990 Deposit £26 522 - The hall still has a healthy surplus of funds - £10 00 apx has been spend on the various improvements to the hall over the past year
5.	Bookings <ul style="list-style-type: none"> - A complaint was made to Ilsington Parish Council in regard to the inaccessibility of the key. The hall users had signed the booking form which explains how to obtain the key. The key is available when the shop is open and the booking clerk makes alternative arrangements when the shop is closed. - The committee agreed that this was disappointing as the complaint was minuted in the Parish Council meeting and was not factually correct, not was the hall committee given an opportunity to respond to the hirer prior to the complaint being made. - LB to write a letter to the hirer and the PC on behalf of the hall committee - All regular users to have a key - It was decided not to fit a key box as two would be needed and giving out codes can also be problematic - PY to have a key cut for Zumba - Information on accessing the key to be put on the Hall website - A misunderstanding occurred in regard to cleaning the hall on the 25th of November when the hall cleaning team we asked not to clean by the users. It was agreed that cleaning takes priority to ensure safety for all users. - IT was agreed that Friends of Ilsington School will be asked to find an alternative date for their next booking to avoid disturbance for Yoga. - Rose Underhill sent a message saying Twiglets has restarted and numbers are growing slowly. - Sylvaine gave notice that she will no longer be able to continue as booking clerk as she is expecting her first child in March 2022. - The committee wished her well - LB to draft an advert for a volunteer to take on this role.
6.	Hall and Buildings <ul style="list-style-type: none"> - Bellamy Cleaners continue to clean for the hall - Possible extending hours due to the number of weekend bookings SL to email Bellamy cleaners to enquire possibilities - Over the summer a number of works have taken place. - Repair of guttering and flat roof over main entrance - Purchase of a new Fridge freezer - External redecoration - Pat testing - Repair of the fan and removal of noisy flaps

	<ul style="list-style-type: none"> - Edge of car park bordered with sleepers - Tree works completed - Fences and gates repaired - New mats purchased - Redecoration of interior of hall - Installation of LED strip lights into the main hall - Carpets cleaned - Hall floor polished - Meeting room chairs and curtains cleaned. - £ donated pictures remounted, reframed and rehung - Other pictures stored in History archive - History archive moved to back of hall - Purchase of hall notice board – to be fitted - Liz thanked Sue Norris for her help and support with the works over the summer. - Discussed the installation of sound clouds – no decision made - It was agreed to purchase a table trolley to improve the storage safety – LB - Discussed carparking as LB had noticed the carpark was often used when the hall was not in use. There are signs affixed to the gates - Agreed that bench donated by the Major family in memory of Brian can be sited in the millennium garden.
7.	<p>Website</p> <ul style="list-style-type: none"> - The committee reviewed the current website - Agreed that Henry Butler design and create a more user-friendly website for admin and hall users.
8.	<p>Hill Climb</p> <ul style="list-style-type: none"> - Colin Butler has taken on the organisation of this - Suggested cooking bacon rolls as they are more profitable - Vegetarians stated they would not help if this was the case.
9.	<p>New works</p> <ul style="list-style-type: none"> - Toilet refurbishment Agreed to start the process of finding a builder who might undertake the work. - Discussion on keeping gender designated toilets or not. Further research and discussion on this may be needed – (The hall currently has no policy on equality and diversity) - Grants and match funding may need to be accessed – a working party may be needed
7.	<p>AOB</p> <ul style="list-style-type: none"> - Sue Norris asked could the hall committee replace the floodlight for the shop bins - Sue Norris asked if the under-croft storage light could be investigated as the light keeps turning off. <p>LB to investigate and reply to Sue and the shop committee</p>