

MINUTES
ENGLISH BICKNOR VILLAGE HALL and BAR

A Managing Trustees and User Group Committee Meeting of E.B. Village Hall & Bar was held in the VH bar on Monday 8th April 2024 at 7.30 pm.

PRESENT:

Mr. P. Gwilliam (Chairman/Holding Trustee), Mrs. S Shelbourne (Treasurer), Mrs. D Gwilliam (Facilities Manager/FOSM), Mrs. A Watkins (Vice Chair), Mr. J Entwistle (Secretary), Mr. R Waldron (Bar Treasurer), Mr. M Sutton (Village Rep), Mr. R Jago (Holding Trustee). **User Groups:** Mr. K Froud (Table Tennis), Mrs. J Maxfield (Functions), Mrs. M Fox (Lunch Club), Mr. P Warden (Parish Council), Mrs. L Bonser (School Rep), MS R Lacey (History Club). Mrs. S Longley (WI), Mrs. L Thexton (Gardening Club).

1. **APOLOGIES:**

Mrs. J McHattie (PCC), Mrs. C Sandler (Gardening Club). Mrs. C Sandler has now stepped down as Gardening Club Rep. and is replaced by Mrs. L Thexton.

2. **Minutes of last meeting**

The minutes of the last committee meeting (15th January 2024) meeting were accepted as a true record.

3. **Actions from Last Meeting**

See Annex A for progress of open actions from previous meetings.

VH Land Registration. There is only a requirement to register the VH if it is sold. To register the VH will cost between £1,500-£5,000 which is a considerable amount for a small charity to pay. This issue will be put on hold until the VH can afford this amount. This was agreed by the managing trustees.

Peoples Orchard. The plan to plant an orchard at the bottom of the playing field is developing Mr. M Sutton now has two trees. The VH will donate one tree and user groups are asked if they would like to donate one each. It is thought 12-15 trees will be enough to fill the area. **Action:** JE to place a notice in the Parish Magazine to see if anyone else would like to donate a tree.

Holding Trustees. We have no legal document in which the Holding Trustees are named. The Charities Commission have stated that the Holding Trustees could be named in the new Governance Document. JE will also find out from the Charities Commission if we can place the property holding with the Official Custodian of Charities. **Action:** JE.

4. Chairmans Update

Nothing to note.

5. Matters Arising

There is a wedding in the VH on the 10th August. On this date a resident of the village is holding a private function (garden party) and have asked if they can park cars at the bottom of the playing field. This is agreed as it should not interfere with the wedding parking. It was also mentioned that there was some parking at the school which could be used.

Heating of the VH. The thermostat is now set at a minimum of 15deg. The users like the fact that the VH is not too cold when they meet and the temperature can be increased when they use the hall. This new policy has increased the gas usage by 30%. This increase could also be due to an increase in bookings for functions during the winter. It was agreed to review this issue after 12 months. The heating will be switched off from May to October.

6. Functions

The recent Carvery raised approx. £650 and the Sea Shanty Singers night raised £500. The Wedding Fair raised £72 for the Great Oaks Hospice.

This year is the 90th Anniversary of the VH and events to celebrate this will take place during the year.

In May make a Scarecrow in 1930s dress for the village green.

29th June the fete with 1930s themed events.

21st July, Music afternoon.

3rd August Beefy Boys Burger event with games on the playing field.

September a quiz night.

5. AOB

Pot holes down the side of the VH towards the exit. Mr. M Sutton mentioned that the holes are becoming deep and a hazard to some VH users. PG will look at filling in the holes with some scalping's. **Action:** PG.

The VH, Church and School website is being updated by Simon Andrewes and he has asked that the user groups send him a narrative explaining their activities. He would also like photos. **Action:** JE to send Simon's email to all user group reps.

The WI are having a croquet afternoon on the 8th August and they would like the grass to be cut short for the event. **Action:** PG will arrange this with the grass cutter.

The question was asked that if a user group booked the VH but they overspilt into the bar area was there an extra cost. Their answer is that there is no extra cost.

RL is planning a Bicknors Got Talent evening in October as part of the 90 years celebration events. She proposes to bring back the old and favorite acts from past talent shows.

PW asked if the new VH booking prices have been sent out. JE confirmed that they had been sent out to all users.

LB is standing down as the school representative due to retirement. A new school rep. will be appointed.

DG informed the meeting that there is now enough money in the fund to buy a basket swing for the play area. The Parish Council can reclaim VAT, but we need them to commit to this.

The Gardening Club are having a coach trip on the 28th June and have asked if they can leave their cars in the car park. This was agreed by the managing trustees.

MS has had a complaint that some Leylandii trees on the playing fields are blocking light into a resident's garden. There are also two trees which have been blown down which need removing. **Action:** PG to investigate,

MS also reported that we have too many glass recycle bins, three when only one is needed. More paper recycling bins are required as they soon overflow. **Action:** JE to contact the FOD Council.

The VH has a full diary of events this year and needs additional casual bar staff. SS asks if any one from the user groups would be interested in helping out. Good rates of pay are available.

SS informed the meeting that we may be subject to Martyn's Law which is designed to put measures in place to mitigate against terrorist attacks in places where the public gather. The law is not in force yet.

Maintenance. The dado rail will be fitted soon. This will stop the chair backs damaging the walls in the hall.

The tv in the bar needs fixing and possibly a new Sky Box is needed.

There is some damage to a floor strip between the bar and hall which needs repair. The alarm system will be checked in May.

The VH now has an advert in the local Forest Bee publication.

There being no other business, the meeting closed at 8.50 p.m.

The next Managing Trustees meeting will take place on **Monday 10th June 2024 at 7.30 p.m.**

The next Managing Trustees Meeting to include User Group representatives will be on **Monday 16th September 2024 at 7.30p.m.**

Signed

Annex A - Actions Tracker

Meeting Date	Meeting Type	Action	Action Owner	Closing Statement/Comments	Status Open/Closed
21/11/2022	Comm Mtg	Land Registry – VH not registered.	PG	15/1/24- DG has a solicitor contact in Hereford who may be able to help.8/4/24- Due to cost this subject is on hold.	HOLD
25/09/2023	Comm Mtg	The property deeds/documents need updating to include all current holding trustees.	JE	8/4/24-JE to investigate if the Charity Commission can take over as holding trustee.	OPEN
25/09/2023	Comm Mtg	SS suggested that we need a board on the outside of the VH giving details as to how the hall and playing field can be booked	SS	15/1/24-SS states that a banner will be purchased. 8/4/24-Still in progress.	OPEN
20/11/2023	AGM	Marcus Sutton proposal to plant an orchard at the far end of the playing fields.	Trustees	15/1/24-Accepted and will be investigated. PC to be informed by PG. 8/4/24-Donations of trees required. Notice put in Parish Magazine.	OPEN
20/11/2023	AGM	Can we buy more gazebos for the fete.	Trustees	15/1/24-DG to discuss with FOSM as they usually buy them. 8/4/24-Still open.	OPEN
15/01/2024	Trustees Mtg	Outside Lights (x2) on the corner near the bins do not work. Action: chairman to contact the Electrician.	PG		OPEN
15/01/2024	Trustees Mtg	Not clear what documents are required which specify who are the Holding Trustees, Action: JE will ring the Charity Commission to find out what document needs to be raised to detail the Holding Trustees.	JE	8/4/24-JE to contact the CC see if the Official Custodian of Charities can become the holding trustee.	OPEN

08/04/2024	Trustees and Users Mtg	Pot Holes down the side of the VH. PG to investigate filling them in.	PG		OPEN
08/04/2024	Trustees and Users Mtg	Simon Andrews updating EB website and needs a narrative and photos from user groups. JE to send Simon's email to all user reps.	JE		OPEN
08/04/2024	Trustees and Users Mtg	Trimming of trees and removal of blown down trees	PG		OPEN
08/04/2024	Trustees and Users Mtg	Need more paper recycling bins and fewer glass recycling bins.	JE	JE to contact FOD DC.	OPEN
08/04/2024	Trustees and Users Mtg	WI Need grass cutting for croquet on the 8th August	PG		OPEN
08/04/2024	Trustees and Users Mtg	Managing Trustees need to understand Martyn's Law and any impact on VH events	Managing Trustees		OPEN