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| A logo for a village hall  Description automatically generated  Committee Meeting Minutes  7th July 2025 | |  |  |  | | --- | --- | --- | | **Member** | **Position** | **Inits** | | Peter Gieler | Chair | PG | | Jasper McGuire | Secretary | JM | | Roland Wales | Treasurer | RW | | Angus Idle | Residents Association | AI | | Andrew Flint | HAGA | AF | | Bev Beveridge | Climate Group | BB | | Bob Cook | Grounds | BC | | Diana Gibbons | Valley Players / Trustee | DG | | Graeme Card | Trustee | GC | | Graham Hall | Football Club | GH | | Jenny Ing | Pre-school | JI | | Kerry Franklin | Resident | KF | | Louise Jones | Shop Rep | LJ | | Natalie Wilson-Jones | Booking Secretary | NWJ | | Paul Cooper | Art Group | PC | | Richard Adams | Resident / Tech | RA | | Sam Morris | Trustee | SM | | Simon Kiery | HPC | SK | | Steve Smith | Trustee | SS | |

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| **Item** | **Minutes** |
| *Welcome* | * Opened by PG @ 7:31 |
| *Apologies* | * SM |
| *Record of minutes from the last Committee meeting* | * Approved by the committee |
| *JITV* | * Successful night, it looks like we made a small profit ~£100 (a guestimate!) * The glasses from the brewery are still in the kitchen – * We should encourage other groups to put on events after this success |
| *Hall Deep Clean date* | * No update |
| *Patio Gazebo* | * New gazebo on patio a success, positive feedback from users and passers-by * Primary purpose is to provide shade for pre-school children, but also available for limited daytime use by hirers * Terms and conditions to be updated to include gazebo area * 2 "No Smoking" signs need to be installed * Praise given for the gazebo’s design – well done! |
| *Cameras* | * Only one person has access to the cameras – trustees to debate * RA is in contact with the installers to get prices for updates |
| *Christmas Fete* | * Planning meeting held * NJW posted a light-hearted but relevant update on Facebook * NJW contacted previous stallholders – 8 have responded and completed booking forms. Time to begin advertising in local stallholder groups |
| *Christmas Tree* | * PG to check with BB on current status of Christmas lights – need to secure them in time * PG has arranged for a Christmas tree to be delivered free of charge * Plan needed for how to install the tree * Christmas Fête and Lights event will be used to begin fundraising for a permanent tree * Tree prices increase significantly: £120 for 12ft vs £350 for 15ft * Tree should arrive one week before the Christmas lights are installed |
| *RA Family Picnic* | * The banner for the picnic is already up * JM to ping Paul Woodford from the RA about schools finishing next week |
| *New flower troughs by RA* | * Request from Rosemary: permission for the lady who waters the troughs to use Village Hall water supply * If using water from the Village Hall supply, HPC should cover the cost * SS suggested using the outside bucket near the Village Hall, as it's close to his house and she can use his water instead |
| *Chairman’s / Trustees’ report* | * *See attached report in the addendum of this document* |
| *Secretary’s report* | * *See attached report in the addendum of this document* * JM to work with Bob regarding the door requirements sent by the insurance broker |
| *Treasurer’s report* | * *See attached report in the addendum of this document* * Issues with CAF bank causing RW major problems * The question was asked, “Do we move to another bank?” * RW suggests we weather this storm we’ll make a decision in September * CAF doesn’t support modern Hallmaster features that other banks do * Some payments are not going through the correct process:   + Anything less than £500 approved by officers   + Anything more than £500 must be approved by the Committee   + Nothing else should be authorised |
| *Booking Secretary’s report* | * *See attached report in the addendum of this document* |
| *Grounds and Facilities report* | * *See attached report in the addendum of this document* * PG created a log for BC and JI to track checks – includes what to check, due date, completion date, checker, and second checker * Tap temperature readings vary across locations (e.g. children’s toilets, kitchen, disabled toilets) – causing confusion * GC exploring grant options to cover Legionella measures and H&S costs |
| *Technology report* | * *See attached report in the addendum of this document* |
| *AOB* | * DG: Picnic and Play production scheduled on The Orchard – 12 & 13 July * AF: HAGA planning a trip to Cambridge college gardens * GH: Football season has ended * JM: Choir performed outside the shop in June; planning to do the same in July * LJ: Seeking volunteer cover for when students return after summer * AI: Peter Cannon noted the RA may be able to support the Village Shop * AI: RA recently funded a new door for The Harrow to prevent future flooding * AI: Village Hall has not submitted magazine updates; advert is outdated – should include promotion for Christmas Fête * PG: Committee reports to be sent to JM by 25 August * PG: Suggestion for Climate Group to give a short talk, similar to PTA – JM to contact them |
| *Next Meeting* | * Committee room, Monday 1 September 2025 at 7:30pm |
| *Meeting Closure* | * 8:29pm by PG |

# Addendum

*Embedded documents may require full Microsoft Word to open them.*

