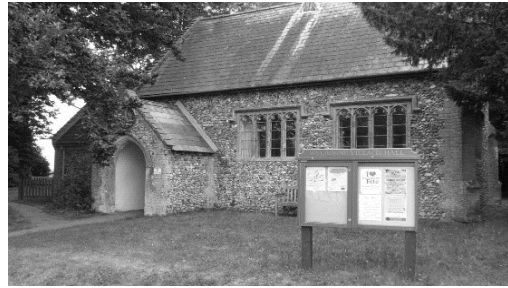


Welborne Village Hall Events Committee



Minutes: WVHEC A003

Date: 8 May 2018

Location: Welborne Village Hall

Version: 0.1

Members Present: Sharon Ferguson, Chair (SF), Nigel Shed, Secretary (NS), Ian Ferguson (IF), Dave Redshaw, (DR)

Apologies: Andrew Egerton-Smith (AES), Colin Butcher (CB), Brian Hancock (BH)

Minutes

1.0 Matters arising from previous minutes

1.1 Minute 1.3: Photocopier to be collected on 9/5/18

1.2 Minute 1.6: Additional tables and Laminator have been purchased. Laminator currently stored at SF's house. Purchase and installation of Dishwasher in hand and was estimated to be approximately one weeks work, dates for which would be confirmed once known.

Minutes of previous meeting (6 March 2018) approved and signed.

2.0 Treasurers Reports

2.1 SF reported on the success of the two most recent events; the Easter Egg Trail and the Dining night.

2.2 Also noted, in respect of both paper and electronic copies of Minutes supplied to committee members, that documents with any personal data are destroyed after use or stored securely. They should not be used for any non-Events Committee purposes as per the forthcoming GDPR.

3.0 Free Events

3.1 SF reported on the successful Easter Egg Trail event run on Easter Bank Holiday Monday. The event was a free event although there was a cake sale table, and a donations bucket for those who wanted to offer a contribution as a charitable donation.

These generated income of £33.50 and £70.51 respectively. As a result, the overall cost of running the event was reduced to £45.54.

The committee felt that it was good to run free events aimed at children, or younger members of the village community, as such events helped to promote both the village and the village hall as a potential resource for family gatherings/parties etc. Children’s events also provide an opportunity for more inclusive family events.

However, it was also the view of the committee that free events will not be offered for adult members of the village and locale. The overall view was that the relative affluence of the village community meant that some people were uncomfortable with attending free events and still wanted to offer a gratuity as a gesture of good will, as highlighted by the monies raised via the donations bucket.

The committee felt that events should continue to be run on the basis of generating income with any surpluses spent on Welborne village and parish initiatives, and maintenance of the fabric of the Village Hall.

IF raised concern that a larger reserve should be held by the Trustees, in case any emergency repairs are required for the hall.

4.0 Village Events

Past

4.1 Past Events

4.1.1 SF reported on success of the Easter Egg Trail event, and confirmed that it would run again next year. However, it was hoped that more support in the organisation and assistance on the day can be generated from the local community.

4.1.2 SF reported that the Dining Out night had 34 attendees.

4.2 Future Events

Date	Event	Lead(s)	Action/Comments
2 nd April	Easter Egg Trail	SF/SW	1. Complete
20 th April	“Dining Out” Evening	Theresa & Guy	1. Complete
10 th June	Open Gardens	SF/NS	1. Confirmed as going ahead from 11am – 4pm 2. Five Welborne residents have agreed to open gardens (two more are considering opening) 3. SF to arrange cover for Tea and Coffees at Village Hall

			<p>4. All seek additional volunteers to open gardens</p> <p>5. NS to create map leaflet</p> <p>6. NS to promote on website and e-mail for more volunteers to open gardens</p> <p>7. SF/NS to contact Sally Bishop to advertise on Facebook and Nextdoor websites</p>
14 th July	Beer Festival	IF + Sub-committee	1. IF reported that all was in hand, and that the next meeting was on 22 nd May.
August	No event		
21 st Sept.	Themed Quiz Night	SF/NS	<p>SF/TS to provide food on night</p> <p>IF/NS to provide quiz rounds</p>
19 th Oct.	Film Night	IF/CB	Films to be considered at late summer WVHEC meeting
9 th Nov.	Film Night	IF/CB	Films to be considered at late summer WVHEC meeting
8 th Dec.	Welborne Christmas Fair	SF + Others	

2019 Future Event Proposal

BH has suggested a Wine and Cheese Evening for which he can supply some wine. In light of current calendar, agreed to suggest 1st Feb 2019 as a possible date for this event. To be confirmed.

7.0 Trustees

7.1 IF confirmed purchase of previously itemized items.

8.0 Website

8.1 NS reported that the Beer Festival page is now live, and that more details would be added as the Beer Festival sub-committee confirmed these.

Date of next meeting: 19:30 - Tuesday 4 September 2018, Welborne Village Hall
 Agenda Items to be with Secretary by Tuesday 28 August.