

Welborne Village Hall Events Committee



Minutes: WVHEC M006

Date: 12 February 2019

Location: Welborne Village Hall

Version: 0.1

Members Present: Sharon Ferguson, Chair (SF), Nigel Shed, Secretary (NS), Ian Ferguson (IF), Andrew Egerton-Smith (AES), Brian Hancock (BH), Dave Redshaw, (DR),

Guest: Andy Maule (AM) - Chair Welborne Village Hall Trustees

Apologies: Colin Butcher (CB), Liz Whitaker (LW), Karen Rumsey (KR)

Minutes

1.0 Matters arising from previous minutes

Minutes of previous meeting (December 2018) approved and signed.

2.0 Events Discussion

Andy Maule invited to give Events Committee his views and concerns over current surplus held by the Village Hall Trustees, and how that surplus should be utilised for the benefit of the village.

AM advised that success of village hall events meant that the current surplus is £10k. This was after setting aside a contingency £7.5K fund in the event of any emergency needs.

Trustees had undertaken a substantial amount work to the village hall including repairs/updates and purchase of new equipment, but even after this expenditure AM was uncomfortable with current level of surplus.

AM raised concerns that from a charity commission's point of view, the current surplus was excessive and that more should be done to facilitate free events or subsidized events that make more limited contributions to Village Hall funds. To this end AM keen for Events Committee to provide wider range of inclusive events for which raising a surplus should not be the sole purpose. E.g. to run events provided via Creative Arts East (CAE).

In reply to the comments raised by AM, the events committee raised the following points:

The money was raised by people in the village and should therefore be used to benefit those who both raised it and the village more widely. The consensus was that by spending money on the Hall, this is effectively giving back to the village. In addition to this, money spent on the hall was by default, ensuring that the fabric of the village hall was maintained and made it a more attractive proposition for hire. It was felt that more could and should be done to ease the workload on some of the local volunteers who help maintain the Village Hall, including the hire of a bespoke cleaning company on an “as required” basis and provision of WiFi.

In running events for the village, the Events Committee was meeting a specific ‘Term of Reference’ which states that “all events should seek to cover their costs at a minimum”; therefore the committee felt that we should not be taking risks and putting on events which are, from the outset, likely to make a loss.

The committee felt strongly felt that the level of commitment required to run events that raise reasonable funds for the village was high, and that to undertake the such events for little return was very demoralizing. Committee members were also keen to point out that although funds raised was a measure of the success of the event, seeing the community come together and enjoy an event was also a measure of success. It was also noted that the one question constantly asked following any event was “How much was raised for the Village Hall”.

The Committee also stated that it felt that the current reserve (£7.5k) was not sufficient given the potential impact that an urgent repair etc. might have on the reserve balance. The committee view was that additional funds should be retained to build resilience into the Village Hall funding structures. A strengthened reserve would give resilience and mitigate against drops in income, unexpected repairs/new projects. It would also ensure sufficient capital was available for any of the larger ticket events that required initial/early financial support or expenditure (Beer Festival/Christmas Fair etc.) to ensure their running.

The Committee also reiterated that whilst recent events had been successful, this success was not guaranteed going forward. The committee is currently made up of senior members of the community, and with no young members coming forward to continue the Committee work of running events for the community, once present members retire/resign income levels could fall if the number of events falls though lack of interest.

It should also be remembered that under the terms of the agreement between the village and the church, if the Hall runs out of funds it will be ‘given back’ to the church – the remit of the committee must be to keep raising money and build resilience for ‘leaner times’.

The Committee is not currently in favour of a festival on the meadow this summer as with all its attendant costs (including Marquee Hire), this is too much of a risk. However, the Committee was in favour of a smaller Summer Event held at the hall – e.g. a Summer Barbecue/Fete/Fun Day, and will investigate options for a summer event in the village Hall and immediate garden area.

The Committee are also not in favour of putting on CAE live Events due to the potential for making a loss. Such events require high attendance numbers to ensure a profitable/break-even event, something that cannot be guaranteed given the small size of the village.

After taking into account the views of AM, the committee did agree to consider other options for Live events, either musical or talks/lectures, and would investigate potential artists/speakers etc. In addition, to promote and run joint events with the church so that Church/Village links are improved, the committee would investigate use of the church and its newly created facilities for events that could benefit both church and community.

3.0 Treasurers Reports

3.1 Reported that New Year quiz raised £241.18

4.0 Lettings

4.1 Limited bookings reported to date in Jan.

5.0 Village Events

5.1 Past Events

5.1.1 SF reported on recent success of the 2019 New Year Quiz and Supper and most recent film night.

5.2 Setting Future Calendar Events

Date	Event	Lead(s)	Action/Comments
8 th Mar.	Film Night	IF/CB	Film: King of Thieves
5 th Apr.	Dining Out Night	Teresa & Guy	Action: SF: to contact T&G to ascertain menu etc. Action NS: To start advertising process
22 nd Apr.	Easter Egg Trail	SF	Additional volunteers required
17 th May.	Cheese & Wine Evening (Note 1)	BH	BH advised on alternative event – see below
22 nd June.	Family Fun Day/BBQ	All	Format of event to be confirmed
July.	To be confirmed		
Aug.	No Event		
4 th Oct.	Late Summer Quiz & Supper		Volunteers to run event requested (SF/IF/NS will run if required) Delayed to first Friday in October due to holiday periods

11 th Oct.	Village Film Night	IF/CB	Film to be confirmed – late summer
8 th Nov.	Village Film Night	IF/CB	Film to be confirmed – late summer
7 th Dec.	Welborne Christmas Fair	SF (+ all)	Action NS: to book hall

Notes:

1) Cheese & Wine Evening

BH advised that this event might be too risky to undertake given nature of event and likely attendance numbers. As an alternative BH proposed an evening talk by David Palmer (Auctioneer)
Action BH: To contact David Palmer for dates/talk options.

2) Future Events

Remaining events to be discussed at the April meeting

6.0 Trustees

6.1 No additional news beyond discussion with Andy Maule (Chair of Trustees).

7.0 Website

7.1 Nothing to report

Date of next meeting: 19:30 - Tuesday 9 April 2019, Welborne Village Hall

Agenda Items to be with Secretary by Tuesday 2 April 2019