



# Kaber Village Hall

## Kaber Village Hall Committee Meeting –

Wednesday 3<sup>rd</sup> January 2024

Heggerscale 6.30 to 8.30pm

### Minutes

#### Attendees:

Sarah Lofthouse, Malcolm Duckett, Louise Duckett, Julie Lane, Charlotte Hinks, Damon Green, Wendy Belsey.

#### Apologies for absence:

Alan King

#### Committee Membership

It was confirmed that a member of the committee can resign at any time and is not obligated to wait until the next AGM. New members of the committee can be put forward and seconded during the term if such a request is made.

#### Accounts

The data reflected the banking transactions only and that more detail was required to ensure a full understanding of the annual transactions and previous history.

- **Action – LD to continue with the analysis of the income and expenditure for 2023**
- **Action – LD to finalise the electricity bill which continues to be calculated on estimates.**

It was agreed that a copy of the accounts would be posted on the web site once the detail was known.

It is believed that 3 grants have been identified –

£18k COVID grant paid in two parts

£9669.21 –

£2667.00 –

The details of the final two grants still need to be fully understood but it is assumed that they are from EDC toward repairs to the building.

- **Action - LD to contact J Winder who undertook the work to gain copies of the paperwork and dates when specific work was undertaken and the timing for the future work will commence.**



# Kaber Village Hall

## **Kaber Village Hall Committee Meeting –**

**Wednesday 3<sup>rd</sup> January 2024**

**Heggerscale 6.30 to 8.30pm**

### **Minutes**

Once the level of interest levied on the savings account is clear a decision will be made about moving some of the current account funds to savings.

It was agreed that the accounts would be audited and 'signed off' by an external auditor as there is no evidence that this has taken place over the past few years.

#### **Year End Review**

It was agreed that this document was a valuable record of what has taken place since the Committee took over the running of the hall at the end of September 2023.

The final document will be posted on the Web Site. Malcolm, Damon, Charlotte and Julie will contribute to complete aspects of the document.

#### **Licences**

##### **MUSIC.**

A quote has been received for the music licence that will pay royalties to musicians and artists if they music, film, plays are used in the Hall for entertainment.

**Action JL to send the T&C to Damon to work through and identify if the content covers the Halls requirements.**

**Action DG – to feed back to the committee on the detail of when music / film etc can be played which or without a licence.**

**Action JL – to find out what Winton pay and for what.**

#### **Alcohol**

It is a stipulation in the lease agreement of the Hall that Alcohol may not be brought into the Hall in any form and it must not be consumed.

**Action LD – to ask the school trust is a waiver on the consumption of personal alcohol would be provided for some events and if unopened alcohol could be part of raffle prizes.**

**Action SL – to provide examples of where such waivers have been granted at other locations where similar stipulations exist.**

#### **Lottery**



# Kaber Village Hall

## **Kaber Village Hall Committee Meeting –**

**Wednesday 3<sup>rd</sup> January 2024**

**Heggerscale 6.30 to 8.30pm**

### **Minutes**

Consideration was given to a parish lottery to raise funds – the principle being that households put money in each month and a cash prize is given on a regular basis from those funds.

Checks to be made into the need for any licence for this.

**Event – Quiz and Pie and Peas night – Friday 26<sup>th</sup> January 7 pm**

**Advertising – outside simple but large letters plus a pretty advert for social media**

**Action – CH – to prepare.**

**Needs to be ticketed as there is a limit of 30 people and numbers are needed for catering.**

**Food – it was agreed that no deserts would be made but the pies**

**Meat with pastry and Meat and Potato (cottage pie)**

**Cheese and Potato Vegetarian**

**Teas and Coffee**

**Teams will be 4 – 6 players.**

**Prizes to be a Hamper ( donated items such as Jam / cheese / etc.)**

**Tickets will be £5 per person – contact will be by phone to Wendy or email to Rachel – and payments will be cash or banks transfer to the Hall bank account. No physical tickets, all names will be on a list.**

**AOB**

**Payment and donation options at events – the Committee would like to consider a card reader as an option depending on cost.**

**Action – LD to investigate.**

**Action – JL to put Rachel Green on the distribution list for email**

**KaberVillageHallCommittee@groups outlook.com**



# Kaber Village Hall

## **Kaber Village Hall Committee Meeting –**

**Wednesday 3<sup>rd</sup> January 2024**

**Heggerscale 6.30 to 8.30pm**

### **Minutes**

More information was requested on the Easter Bus Tour and if Kaber Village Hall could be a destination for Coffee and Cake.

Action – JL to contact the organiser

It was agreed that a committee meeting would be scheduled for 1<sup>st</sup> Monday in each month.

The next committee meeting will take place on Monday xx February 20