

West Wickham Village Hall Trust Management Committee

Minutes of a meeting held in the Village Hall on 28th April 2025 7.30 – 8.30 p.m.

Present: Alex Schuilenburg (Vice Chairman – in the Chair) Trevor Hall, Indi Liepa, Caroline Mulley-Richards and Peter Grieve.

Apologies: Martin Kerslake (Chairman), Andy Champ, Di Licence and Nicci Trudgeon

1. Welcome

The Chairman welcomed everyone to the meeting.

2. Minutes

The minutes of the meeting of the Management Committee held on 24th February 2025 were approved as a correct record.

3. Treasurers Report

Trevor Hall reported that there was £9,929.78 in the current account and £10,157.11 in the deposit account.

The Committee noted that £500 had been received from ACRE in order to help fund a **new cooker and hob** for the kitchen

4. Booking Secretary's Report

It was noted with regret that the **Karate** instructor was no longer able to hold sessions on Fridays. This meant that there would be a loss of income to the Hall of £1200 per year unless an alternative user could be found. The Tuesday Karate sessions would continue. It was noted that people attending these sessions continued to create a parking problem by parking in Home Close and the access road. It was agreed that the instructor should be given a key to the rear car park, be asked to park there himself and encourage others to do so. As he would be the last to leave, he would be responsible for locking it.

The Karate group were still interested in using the hall on Saturday mornings on an occasional basis for competitions.

Indi Liepa reported that the hall had been booked for wakes, birthday parties and a forthcoming wedding, for which a request had been made for the booking to extend to 2.00 a.m. However, it was **agreed** that 11.30 p.m. would remain the time the event would have to end.

The Rest / Rise Yoga had become a regular user following the agreement to pay in

arrears.

The Hall had been booked as a **polling station for the local elections** on 1st May

Complaints from two regular users had been received. These were:

- Two disturbances during meditation sessions. It was agreed that the user should be reminded that locking the door from the inside was an option
- The lack of essential 'consumables' such as washing up liquid, dishcloths, toilet rolls, hand towels etc. It was noted that Andy Champ had volunteered to check the availability of these regularly. The checklist drawn up when the hall was first opened had been sent to the Chairman and club reps by the complainant.

Revised Hire Rates had been circulated to all members of the Committee and these had now been implemented from 1st April 2025 as set out below.

[to be inserted as per Trevor's email]

5. Changes to Committee

Di Licence was now the **Social Secretary** as agreed at the last meeting.

Helen Schuilenburg had agreed to take on the role of **Treasurer**, which had been filled by Trevor Hall on a temporary basis. It was **agreed** that she be appointed and Trevor was thanked for his time as both Chairman and Treasurer.

6. Condition of the Hall / Maintenance Issues

- Planting in the new raised bed and in front of the hall had been done by members of the Gardening Club and was looking good; It was noted that Jan Lupton had erected a sign crediting provision of the soil to Field Compost, who had provided it at no charge;
- a car parking sign (for patrons only) had been erected;
- the cleaner had been briefed and cleaning at higher levels as well as beside the screen had been undertaken;
- the electrical survey had been completed and two matters remedied by the inspector at no cost;
- the Hall including the building had been licensed for others to perform copyright music;
- the floor was showing no ill effects from the pool of water referred to at the January meeting. The details of the firm that refurbished the floor needed to be checked. (Courtship)
- It was suggested that the small thicket in the middle of the grassed area in front of the hall should be removed and Rob Giles had been asked for a quote for this. It was agreed that it should not be done in the nesting season and if possible some plants would be retained.
- It was agreed that it would be desirable to improve the sound facilities in the

hall during meetings. To this end quotes would be sought for a two-microphone system that could be used by speakers and audience members in question and answer sessions. Details would be circulated • It was noted that the electricity contract with Scottish Power had been renewed

7. Big Garden Party

Arrangements were in hand for the Big Garden Party on 5th July. Rob Giles would be cutting the grass on the 2nd July and it was possible that the 5 – a – side pitch and goals would be available. A Disc Jockey had recently moved into the village and he had been approached to assist with the music. There would be a bar and barbecue with profits going to the Village Hall

8. Future Events / Use of the Hall

Suggestions for the future included an **Autumn Fair** and a **quiz**, in addition to reserving **Saturday mornings for free table tennis sessions**. This latter suggestion was supported as a way of encouraging young people to use the hall although it was recognised that supervision would be required. There would also be a need to avoid any clash with the Karate competitions which may be arranged.

9. Next Meeting

30th June 2025 at 7.30 p.m. (not 23rd as previously arranged)