



East Brent Village Hall

Registered Charity No.269419

Minutes of Village Hall Management Committee Monday 21st July 2025 at 7pm

Present: Dot Coles, Rosie Darlaston, Rosemary Gilling, Mary-Ellen Harris, Carol Howard, David Knock, Kathy Quinnell, Jan Ward, Julie Ward, Carol Howard, Jane Watkins & Jeff Noyes in the Chair

Item 1. Apologies & Welcome: Barbara Bolton, Helen Broderick & Pat Seabrook. The Chairman welcomed those present and thanked them for coming.

Item 2. Approval of Minutes: The minutes were approved and signed as a correct record.

Item 3. Matters arising

- The website is still only accessible via the Parish Council's website. If we are unable to ascertain who the webmaster is, it was suggested Nigel Gosling be approached. As Helen Broderick was not present it was agreed to review this at the next meeting.
- The new solar panels are now working and £798 has been paid for a new inverter to achieve this. The bird guards have not been fitted as scaffolding is required. It was agreed to ask Solar Sense to deal with this as they have already quoted although it was noted that the price does not include scaffolding.
- The electrical work carried out by Wired Weston was very neat and tidy. During their electrical work the Electrician stated that he couldn't certify the work done because the existing wiring and accessories, fuse boxes, switches, sockets etc., were not compliant with current regulations. The hall will require a full rewire to bring it up to current electrical regulations. Three quotes will be sought for this. Hopefully the work can be carried out in January when the hall is not too busy.
- The faulty large window overlooking the car park has been repaired and is now in working order. The cost was £240 for one hinge and three visits. It was noted that it had been difficult to obtain a hinge due to the age of the window, and this has contributed to the delay and the cost.
- A quote is awaited for painting the exterior of the building

Item 4. Correspondence

The usual newsletters from the Community Council for Somerset had been forwarded to committee members by email.

Item 5. Treasurer's report

In the absence of the Treasurer, the Chairman reported that there was £1,000 in the current account and £24,000 in the Reserve Account which was earning 1.8% interest.

Item 6. Hall Bookings

- Rosie Darlaston reported that bookings were going well despite the usual dip during the summer months and the income from bookings over the last year totalled £1000.
- It was pleasing that the Grace Hudson room is being used more often.
- The "please sweep up message" had been sent and Rosie was not aware of any further issues on this point.
- Georgia (who runs the dance class for older children) had expressed dissatisfaction that people interrupt her class by entering the main hall (possibly to carry out inspections or repairs) and this is distracting and also a safeguarding issue. The committee were reminded that when the hall is booked by an outside group and in use it is out of bounds. A committee member pointed out that the dance group are responsible for marks on the walls and have been using the marker pens to write and draw on the café whiteboard, even when the pens have been put away!
- There was a discussion as to whether it was safe (in respect of Fire Regulations) to lock the outside door (during film nights for instance) to stop any people wandering in? The Choir confirmed that this had occurred during their rehearsals on one occasion. This is to be investigated further.

Item 7. 200 Club

Carol Howard showed the committee a draft of a leaflet she has prepared to deliver to all subscribers in readiness for next year. The cost will be £200 for 1000 leaflets. Carol and Dean Howard would be willing to deliver these. She was concerned that the committee had not achieved all of the requested activities, particularly the Men's Breakfast Club. The Knoll Inn has agreed to provide breakfast at a reduced price of £6 per head and Carol proposed that £500 be allocated for this. Rosie suggested that two free weeks be provided. Darts at Wellington Arms in Rooksbridge were also suggested. After discussion, including the diversity aspect i.e. should free meals be also offered to women, it was agreed to consider this further. Carol stressed that after all costs £2,500 would be available for village hall funds.

Carol and Dean were thanked for their efforts, and it was stressed by the committee that they should be very proud of what they have achieved, but that it would take time and discussion to achieve all of the suggestions made by the parishioners.

Item 8. Representative Reports

(a) Allsorts Choir: (See report attached) The choir is still struggling to recruit and retain male singers. They also need another pianist. There is a concert on 27 September at Uphill Village Hall at 7.30pm in aid of Weston Hospicecare for their 10th anniversary. They take a break during August and will return to rehearsals in September. Mary-Ellen Harris then left the meeting.

(b) Carpet Bowls: All going very well. It was felt that it served a very useful purpose to those that attend.

(c) Craft & Chat: Dave Knock was able to tell the meeting that another batch of trauma teddy bears had been delivered to Southmead. The group is also making baby bonnets and angel blankets for babies that are stillborn. A letter of thanks has been received. The group was thanked by the committee for doing such well needed work.

(d) Harvest Home: Jeff reported that tickets are selling well for the event on 9th August (an earlier date this year). The tent will be a bit larger as last year there were problems with space. Jeff Noyes will be saying some words in memory of Colin Loader who was a stalwart of the Harvest Home and who died this year.

(e) Cafe Hub: Jan Ward reported that this is still going well. After a couple of quiet weeks when attendance was down, last week had been much increased. It was good to see that some people had taken advantage of the newly refurbished outside area. Jan is planning a coffee morning in the Autumn which will be aid of Blood Cancer and Bowel Cancer.

(f) Methodist Church:

Rosemary Gilling reported that the Scones & Songs event in June with the Allsorts Choir had gone well and £153 had been raised for Christian Aid. The last service at Brent Knoll Methodist church (before closing) will be a Songs of Praise on 14 September.

(g) Parish Church: Dot reported that there were still no applicants for a new vicar. There is a Tea & Cake afternoon at St Michael's BK on 24 August and a Coffee morning at St Mary's EB on 30 August.

(h) Parish Council: Nothing to report.

(i) Book Club: 6-10 people attend and there is usually a lively discussion.

(j) Film Night:

Julie Ward confirmed that this was slowly growing and attracting new attendees. Whilst it would not make a fortune for the village hall costs were being covered in the meantime. An additional film, The Sinking of the Lisbon Manu, is being shown in August (15th) and it was hoped this would bring in additional revenue as a film licence was not required.

(k) Table Tennis: £144 in fees had been paid to the Village Hall. The owner of the table had advised that the table can be continued to be hired for the time being at no extra cost. It was noted that the Tuesday morning session is well attended but the Weds evening session is quiet.

Item 9. VE/VJ Days Tickets were sold out for this event, it was much enjoyed by all. Photos have been displayed on the noticeboard in the corridor.

Item 10: Premises/Health & Safety/Safeguarding

Kathy is reviewing the Safeguarding policy which she will then pass to Jeff for a second opinion. She hopes to finish this before the next meeting. A copy will then need to be passed to each organization that used the hall including private hirers.

It was noted that all hirers carry out their own Risk Assessments. Carol & Jane will arrange for one to be carried out in respect of Table Tennis.

Item 11. Certificate Renewals: Jeff, Rosemary & Jane to meet to check through certificates and ascertain who is responsible for which ones. It was suggested that a copy of the Public Liability Insurance Certificate should be displayed on a noticeboard.

Item 12: Emergency Lighting/Fire Exit Audit

- Matt de Plege (Karate) checks the emergency lighting and fire alarm every week
- Jane Watkins checks the emergency lighting monthly

Item 13: AOB

Autograph (developers working on Scots Lawn site) now have a show home ready so they are no longer using the Grace Hudson room to talk to potential buyers. Rosie agreed to visit them and request a donation from their community fund.

Item 14: Date of next meeting: Monday 15th September 2025 at 7pm. The meeting closed at 8.55 pm

Confirmed as a true record of the meeting Date

Signed by Chairman/Vice Chairman (as appropriate)