**Tollerton War Memorial Institute**

**Minutes of Meeting**

**held**

**Date: Monday 24 July 2023**

**Venue: Black Horse Pub – Time: 19:41hrs**

**Chair: Tim Brook – Treasurer: Yvonne Brown – Secretary: Barbara Walker**

1. **Present:** Yvonne Brown (YB), Janette Ferris (JF), Ian Galtrey (IG), Barbara Walker (BW). Marie Hinds (MH)
2. **Apologies:** Tim Brook (TB), Rachael Callister- Whitbread (RCW)

**YB** to Chair meeting in **TB’**s absence.

Guest Kieran Hardy (**KH**) attended pre main meeting. **KH** would like to put on a show, in keeping with festivities, over a weekend mid December2023. **KH** has own production team, cast, will manage ticket sales and fund costs. **KH** would appreciate any help at the performances. KH would like to have rehearsals once a week until week before, if possible. **All agreed a great idea and community event.** Seating capacity would be 200. Snacks could be provided by Village Hall (VH) for VH funds. VH can market event. **KH YB & TB** to meet at VH 7pm, 2nd August 2023, to discuss practicalities of putting on the production.

Committee thanked **KH** for his great suggestion &wishes him success with the production & hope the VH can house the event. **KH** left the meeting.

1. **Minutes of last meeting 3rd April 2023:**

Agreed as correct.

Signed off by **YB** & **JF.**

1. **Matters Arising: -**

**Item 4 –** **Matters Arising:-**

Weed spraying completed and effective.

Laundry cost – deferred for the time-being.

**Item 5 – Chairs Report:-**

Outside drain has been unblocked.

Bar Tap drip resolved. Kitchen tap awaiting part.

Leak in Gents toilet – identified as coming from Ladies toilets & larger than

suspected. Water leakage required removal of walls for repair by plumber.

Walls drying out before **Nick Thompson (NT)** will make good. Thanks to **NT.**

**Item 7 –** **Garden Tidy:-**

Rained off on 14th April 2023 but varying members have attended the garden to keep it tidy – **ongoing activity.**

**Item 8 –** **Coronation Event:-**

Very successful event, £625 raised for VH funds.

**Item9** – **Update on Maintenance Jobs:-**

Fascia & Guttering, on flat roof side replaced – work continues. Sealant around roof lights needs replacing & flat roof requires inspection because of water leakage.

**Item 10 –** **Attic Tidy & Inventory:-**

Completed. Some items still require disposing of.

1. **Chairs Update:**

Nothing to report.

No update on floor.

1. **Treasurers Update:**

Current Account to date = £18563.56

Savings Account to date = £ 3634.57

Cash = £ 200.00

**Total = £22398.13**

£270 to be deposited this week.

£1866 to be paid to Parish Council for lights on the green – now installed on tree.

Utilities now costing on average £230/month plus cleaning costs.

Income at present £200/ month from exercise classes plus any private functions which are variable so only just covering utilities costs. Need to consider if an increase in hall charges from £10 to £12/hour is appropriate.

1. **Check List for Emergency Situation:**

**YB** identified need for a list, on notice board, of information required in an emergency, where services/items are situated e.g. water stop cock, mains electricity fuse-box, gas, first aid box etc. **All agreed essential, BW to action.**

1. **Snake Davis Event:**

Ticket Sales – 98 tickets sold & paid for. Aim to sell 150 tickets.

**YB** trying to source tablets, looking for approximately 25. VH has 4, potentially **JF** has 6, **MH** has 1, **BW** has1, **YB** has 1. **NT** making 8-9 making total 22 so far. Need small tablecloths for tables. **YB suggestion** to recycle excess VH white cloths, dye them red to use on the night and then for other future events **agreed by all. YB, MH & BW to action.**

Stage hired.

Food snacks – **YB has in hand** & will decide nearer time what to purchase.

Bar – **TB has in hand.**

1. **Purchase of Glassware & Glass Washer:**

MH request to change from plastic to glassware for events & to purchase a glasswasher for safer cleaning – **All agreed** a good idea **MH & YB** **to explore costs and possible purchase.**

1. **New Fridge for Kitchen:**

Fridge- Freezer very inefficient and necessary temperature difficult to attain. **All agreed** needs replacing. **All agreed** Fridge -Freezer not required as too large. An undercounter Fridge with small freezer compartment would suffice & allow for additional counter space. **TB to action.**

1. **Access to Plug Socket for Bar Fridge:**

Hole required in counter to enable Fridge in bar area to be easily switched off when not in use. **All agreed – TB to action.**

1. **Summer Holiday Competition:**

**YB** suggested a village competition based on a Regatta theme in keeping with the recent weather! Boats to be built in whatever form & displayed in gardens. Viking Jorvick family pass & a family city cruise as prizes which could be funded by VH & Quiz Night Funds. Possible date for judging 20th August 2023. **YB to explore further.**

1. **Any Other Business:**

**IG** informed meeting bowls restarts in September 2023.

No other business.

**Meeting Closed 20.28hrs**

**Next Meeting:**

**Date: Monday 16th October 2023 – Time: 7pm – Venue: Black Horse Pub Tollerton.**