

In attendance:

Jon Evans Mark Smith
Ali O'Brien Hayley Bird

Anthony Park

Tim Gaunt

Alice Marshall

- 1 Welcome everyone.
- 2 We have no apologies for absence.
- 3 Last meeting was November 10th. We are in agreement with these minutes.
- 4 Matters arising:
 - I. A new cover is required, in order to ensure that the PA system can be used by those that hire the hall
 - II. Bar lights are in progress. These will become a feature with filament bulbs and antique style hanging materials. Height will be contained by hooking lights up after pub night.
 - III. Solar and battery storage is being reviewed, pending funding. On hold for now.
 - IV. The hedge will be added to the AGM agenda to let everyone know progress updates and plans.
 - V. Car Parking Policy was distributed as planned.
 - VI. A volunteer day for gardening is needed, and a date will be arranged for advertising in the village. For further discussion in today's agenda.
 - VII. The change of the key code is in progress. Anthony is sorting one of the key boxes, and Charlotte and Alex are kindly addressing the front one, so that everyone that needs the code can then be informed.
 - VIII. Fire point and logs are being sorted by Anthony, who is dealing with fire safety matters.
- 5 Hayley is leaving after being in the role as Secretary since the refurbishment committee were appointed. Actions required:
 - I. Charlotte will be inducted into the role as Secretary.
 - II. Mark will change Charlotte from 'Trustee' to 'Officer' shortly.
 - III. Charlotte will be announced as the new Secretary at the AGM.
- 6 The constitution is going through it's annual review, pre-AGM. Nomination forms and co-opting individuals is a formal process as part of the AGM preparation and the advertisement will be distributed along with the AGM date.
- 7 Next steps for the Parish Council grant are in progress, with regard to the current capital project. Richard Timney of Acre is being consulted in his supportive role to village halls. The Treasurer is conducting a cash flow forecast. Future capital projects have started to be reviewed too. Hayley is liaising with Anthony with regard to future capital project plans. Bar wise, we are looking at how we serve Ale, and also a table top dishwasher.
- 8 Reports
 - I. An events meeting has been held. A live music event is being considered for Saturday July 4th. Charlotte has reached out to some bands that could perform in July. Likely to have a food truck too. Ticket price for entry is being considered, for example £5 per person.
 - i. Parking discussions continue to be focused on improvements so that we have a permanent solution. We are currently considering lineage in order to ensure that parking is in lanes and compliant with needs. We value the income for parking from OHNS and also see the need to

- ii. The heating buttons have now been fixed so that the light works when the heating is on. The green lights in the Store Room confirm that the heating is in, in case of confusion.
- iii. The equipment we have for Ales (popular particularly on pub nights) is being reviewed: these Ales are very popular and we'd like to ensure that we continue to offer them at the right temperature, whilst also maximising the space opportunities behind the bar.

III. Maintenance: Plumbing needs are in progress to ensure that our water flows appropriately. The pressure on the external tap also needs sorting so that we have a better solution for our timer.

- ii. A log of regular maintenance activities (a spreadsheet) is being considered, along with various checks that are conducted on an annual basis. We have some 'best practice' activities that are conducted alongside legislative needs.

- iv. A date is required for the tidy up of the garden, and we will have a team working inside the Hall too (date of last weekend of May), which will include patch painting of the walls. A request will be made for the date, at the AGM, alongside posters that Ali has kindly prepared.

IV. Grants Activity – we could apply for some wooden garden play equipment via Ross on Wye Council. We need to apply for grants quickly to be considered for this. The Treasurer is going to apply for the grant. Other grants are also being considered.

10 The AGM will be held on April 24th at 5.30pm. We will also be asking for pub night volunteers at the AGM. Hayley and Charlotte are conducting a handover in preparation for the AGM event.

11 AOB notes have been incorporated into the above notes.