

## Minutes

### Barnby in the Willows Village Committee Meeting

Held on Monday 11<sup>th</sup> February @ 14.00 hrs

@ Barnby in the Willows Village Hall

**Present -**

- Margaret Lee – ML**
- Yvette Wellard – YW**
- Derick Parker – DP (Treasurer)**
- Vicky Appleby – VA (Deputy Chairman)**
- Sylvia Graham – SG**
- Gill Powell – GP**
- Les Chaplin – LC (Chairman)**
- Graham Bett – GB** *arrived after item 3. (b)*

**Apologies -**

- Barbara Hill – BH**
- Jannette Barlow – JB**
- Jackie Parker – JP (Secretary)**
- Lynn Woodfield – LW**

- 1. Approval of minutes of meeting held on the 14<sup>th</sup> January –** The minutes were approved and signed.
- 2. Matters Arising –** There were several matters arising, it was agreed these could be covered in the main agenda.
- 3. Finance –**
  - A. Quiz night – DP –** Reported that £48.56 was raised, **LC –** complemented **VA** on organising the event, the general feed back was that a good time was had, a few areas of possible improvements were discussed, getting more people involved, buzzers that cancel out other others.
  - B. VAT - YW –** Gave feedback that there would be no refund of VAT. **LC** expressed his disappointment, stating that that was not what he believed they had agreed, and

he'd be asked to accept the ruling of the PC without explanation. He was informed by both DP, and YW that BVC could invoice at net cost. **DP** – Reported that the Village Hall had £1652 in the account while the Projects account stood at £1212.

- C. **Small Business Rate Reduction** – YW Reported back from the PC that there was no immediate movement and it would take some time for a definitive answer.
- D. **Refuse Bin** - YW Reported back from the PC, carry on as usual.

#### 4. Administration –

- A. **Live & local** – **LC** – Confirmed that the BVC had been approved for various grants from Live & Local via Nottinghamshire County Council to stage events in the Village Hall, and that **LC, GP, DP, YW**, had been invited and would attend the launch of next year's Live and Local Program at North Muskham on the 17<sup>th</sup> March. **DP** – Had provided excellent floor plans and proposed seating arrangements that supported our application. **LC** – Passed that signed Live and Local Promoters Agreement, and invitation to the said event onto **DP**, to be passed on to the Secretary. **LC** asked **DP** to help him complete a Live & Local/Shindig Access survey Form after the meeting, the same has now been completed and returned.
- B. **Future Events -DP/ML** – Presented various ideas for future events, **LC** – Presented a loose matrix to be populated with events for twelve months, he stated that it was important that we plan ahead so there are no conflicts with other events in the village, be they the church, pub or private functions, we all dip our bucket in to one well, therefore we should plan and be cognisance of this. A general discussion which became focused gave a draft population of the matrix (*See Draft Appendix 1*)
- C. **St Patricks Day** – **KC** – Had provided a recipe for Irish stew which was distribute. **ML** – has a recipe for an Irish Dessert, as does **YW**. **ML/YW** – will cost out the proposed desserts. The event will take place on the 16<sup>th</sup> March 2019. It was agreed that a two-course meal; main and dessert, would be served, with Irish Coffee to follow. People should not bring their own beverages, rather we will have a bar selling, Guinness, beer, wines, etc, **DP** – will be i/c the bar, **LC** will assist. **GP** will source and cost the ingredients for the main course, **DP** reported the Howard Roberts (**HR**) had agreed to cook the entire Irish stew to ensure consistency, the committee agreed to this. **GP** - will explore the various vegetarian options. **YW** – will be i/c the Irish Coffee, further **YW** will source Irish music to be played during the event. **LW** - will provide table decorations NTBD. **DP** will be i/c a game, heads and tails, where each attendee will pay £1 to take part in the chance to win a bottle of Jamison's Irish Whisky. **DP** – will also produce tickets and posters for the event. Various games and entertainment will be discussed at and planned at a separate meeting **All - St Patricks Day planning meeting to be held on the 4<sup>th</sup> March 2016 @ 14.00 hrs, @ the Village Hall**

- D. **Gateway Signs – LC** – Report that he and **YW** had met with the designer (Vanessa), and approved the final works, which is now at the foundry, he further reported that he had spoken with Debbie at the foundry, who informed him the Gateway Sign should be in-situ in circa six weeks. **YW** – Reported that no meeting had yet been arranged to meet with Mike Keeley, regarding the Gateway Sign that the DC has agreed to provide. **LC** – Asked **YW** as a matter of urgency to organise that meeting ASAP as most likely that budget would disappear at the end of the financial year and any opportunity would be lost.
  
  - E. **Village Hall Maintenance – All** – It was agreed that a general spring clean would be undertaken w/c 18<sup>th</sup> March. DTBA
  
  - F. **Data Base – No progress on the data base, YW** – Agreed to use her Parish clerk email to commence the data base.
  
  - G. **Food Hygiene Refresher Course** – It was agreed not to undertake this.
  
  - H. **Allergen Notice – DP** – Produce a laminated wipe sheet from the Allergen Table supplied by **JB** that can be utilised in the kitchen.
  
  - I. **Defib’ Training** – It was agreed that no further training was require as clear directions were available on the machine.
  
  - J. **Proposal to run a bar for Private Functions** – This was differed until the next meeting when **JB** would be present. **YW** informed the meeting that **JB** was the licenced manager of the village hall and her written agreement was required. It was agreed that if we are running a bar, be it for the BVC or Private Functions, appropriate glasses were required. **LC/DP** – agreed that these could be purchased from the Projects monies. **DP** - offered to source wine and beer glasses.
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- 5. **Matters of immediate note – None**
  
  - 6. **Date, time & venue of next meeting – 19<sup>th</sup> March, 14.00 hrs @ The Village Hall**
  
  - 7. **Meeting close @ 16.00 hrs.**

**Chairman**..... **Date**.....