

**BISLEY W.I. VILLAGE HALL**  
**Registered Charity Number 1108590**

**Minutes of WI/Village Hall Management Committee held on  
Wednesday 16<sup>th</sup> January 2025**

**Present:**

Shelagh Utley (Chairman)	Nigel Rogers
Stella Mulligan	Debs Restall
Adam Scotchmer	Allan Sapsed
Richard Skipper (Secretary)	Dawn Lane
Peter Murray	Jeremy Wilkes
Roger Utley	Clare Mobbs,
Fiona Scotchmer	

**Apologies:** Di Chapman, Jane Neighbour, Kim Ford

**Minutes of last meeting held on 16<sup>th</sup> October 2024** – Approved and signed

**Matters Arising from the Minutes of the previous meeting.**

Defibrillator – Insurance to be continued as is.

**Conflict of Interest** – None

**Treasurers Report.**

The financial accounts had been circulated

Energy is paid as a fixed monthly amount

The Capital Account was £13,503 as of September 30<sup>th</sup> 2024

**Maintenance.**

The fire-doors have been fitted.

Electrical testing is due in April and will be carried out by S.P. **AS**

Four quotes for the handrails had been requested; only one supplier turned up and no quote has been received. Powder coated steel was an alternative to wood and two quotes, including the rails at the back of the hall, would be obtained. In view of the urgency these quotes would be circulated by email for approval at the next meeting and would be paid for from the capital account. **AS**

Internal painting will not be carried out until the handrails have been fitted.

Table and stage storage was discussed. At the moment it is **not** well stored and access is difficult, improvements will be discussed at the next meeting.

Busy Bees may be leaving in the middle of the year and will free up space.

Logs to control parking were deemed not acceptable but the use of big stones was a low maintenance possibility.

**Hiring Update.**

Roger reviewed the current status

In December the hall had been used for 74 hours, vs. 87 hours in 2023, with an income of £646. Total income to end of December was £7999-50 for 997 hours use, Full details are on the web-site.

The Rodborough Art group would be using the hall for a year.  
There are three yoga classes and one fitness class each week.

Ballyhoo, a large local dance class company in Chalford and large user of local halls is considering use of the hall. One private booking has been received from Stroud which shows that if we spread the word there are new customers.

Bookings look generally healthy.

Roger reviewed four revisions proposed to the Hall Hire Agreement to improve clarity:

1. Hirer's responsibility: accepted, but there was concern the wording was a little aggressive, any suggestion to Roger before next meeting.
2. Cancellation and Alterations: accepted.
3. Safety Precautions: accepted.
4. Storage/Lost Property: It was agreed lost property should be deleted and that Roger and Adam would discuss how to extend it as a licence needs to be issued annually specifying what can and cannot be stored.

Final amendments will be proposed for approval at the next meeting.

It was proposed that booking policy should 1. Give the administrator the discretion to request full payment at the time of booking, and 2. That the £100 deposit for teenage parties be extended to 21<sup>st</sup> parties. Accepted

The Village Hall celebrates its centenary on May 20<sup>th</sup>. Dawn suggested that this could be combined with the Well Dressing on May 29<sup>th</sup>. Clare will mention this opportunity at the next WI committee meeting. It was agreed to approach Sue Bradley to do an article for the press. Debs would need information by 15<sup>th</sup> March for the Bisley News deadline.

#### **Flicks in the Sticks.**

A Man Called OTTO starring Tom Hanks in December attracted 31 people and raised £166, including the bar.

#### **Trustee Website.**

Not discussed.

#### **Big Breakfast/**

This will take place on Saturday April 5<sup>th</sup>. Nigel will put adverts onto solid backing, Adam will do some A3 posters and Roger some A4 posters. Roger will supply the art work. **RU**

#### **School Shed.**

Dawn reported that the school shed is no longer weather proof and much of the gym equipment had been destroyed so a new shed is required.

Dawn asked if the replacement shed could be 10/12 feet longer than the current shed to store the marquee plus gym equipment; she will review the size of a shed required. **DL**

#### **Open Garden 29<sup>th</sup> June 2025**

Open gardens will donate the proceeds to the Village Hall so we need to organise the teas.

#### **Date of next meeting.**

Thursday April 3<sup>rd</sup> 2025 @ 7:00 pm.

These minutes have been signed as a true record

**Shelagh Utley**  
Chairman

**Richard Skipper**  
Secretary