

Sopley Parish Hall Committee Meeting 1st July 2025

Present: Nick Hill, Katie Hughes, Gavin Vines, Cynthia Hiscock, Sue Lister, Rosie Ward, Barry McDonnell, Dee Dunn.

Apologies

Cheryl Pountain, Norman Hiscock, Hazel Hill.

Matters Arising

Barry has completed a stock take. We will need to write off approx £100 worth of bar stock as it is now out of date.

Barry will take over as bar manager and will run the bar for events when he can.

In future Barry will only buy stock as needed. Barry, Gavin & Nick will have control of phone for bar sum up.

As some members of the committee cannot open the minutes Rosie will send them out in PDF

Treasurers Report

Opening balance: 1st June £12,855.82

Closing balance: 30th June £13,163.13

Future Events:

25th July Chris Baker - Live music. Hazel has booked Chris. Advertising has been done, agreed committee will cancel the event if not enough tickets are sold. Hazel will be asked to print off posters. In 2026 we will need permission from everyone on our email contact list for their permission to continue to hold their information.

23rd August - Car Boot. Planning meeting held, a further planning meeting will be held on 14th July. Maria Adaway who is a first responder will offer first aid support for the event but we will need a first aid box. **Action:** Nick to organise.

26th September: Bingo

17th October Race night: Cheryl is currently gathering information on this event

14th November: Quiz Night

19th December: Christmas Party. This will be a live music event and we will provide party food. **Action** aim to get something booked by next meeting.

Action Hazel will be asked to do all the mockup posters this week for the whole year. Need to do it by August for Christmas

Hall Bookings

Sue was let down by someone after she came to the hall as they did it cancel the arrangement.

Barry asked about advertising the hall, consideration to be given to setting up our own website.

Building Maintenance

Rosie confirmed Sue was present when the glass panels in the hallway were put back into place so it should not leak. This is the second time that we have had this type of repair done and we need to consider a permanent solution.

Rosie has booked the electrician for 11th July. **Action:** Sue will open up the hall. Nick will put up the tower scaffolding the evening before and will also take the clock down. Rosie suggested moving the clock to make it easier to replace the battery.

Nick will carry out the monthly maintenance checks.

Nick & Gavin will cut down the stinging nettles in the autumn once they have died back.

Barry has information on Solar panels which costs approximately £16-18. Grants are available via NFDC and hall committee will put in for a grant once they have the information.

Health & Safety

Rosie to arrange the intruder alarm check

Any Other Business

1. . Bollards update -they have been tested and they are the doing the job but not everyone can unlock and take them out. May look at something else in the future.
- 2 mobile phone will be redirected to Sue.
3. emergency key holder (Jonathon) Nick has spoken to him and he has Nick's tel number. Rosie & Sue to speak to Jonathon on 15th July. Sue is working on the key-holder list. Nicki will get a price for a new lock plus 25 keys and key box
4. opening and locking up hall at night will need to undertaken by one of the local committee members
5. Discussion on hall hire. Will review them in January. **Agreed** decisions on letting the hall hirers bring their own alcohol will be made on a case by case basis.
6. Discussion on the need to identify a Lead committee member for events
Gavin is running the bar at the next event and will take the lead.
7. Unclear if the hall is registered for the new wheelie bins which are currently being distributed by Hampshire Council **Action:**Rosie to enquire if hall is registered.

Next meeting 5th August 7.00pm

Cheryl will chair next meeting as Nick will be on holiday.