

Approved MINUTES
Sopley Parish Hall Committee Meeting
20th January 2026 – 6.30pm



SOPLEY PARISH HALL
PRIEST LANE
SOPLEY
HANTS BH23 7BA

1. APOLOGIES:

Katrina West and Sue Lister

2. IN ATTENDANCE:

Nick Hill, Katie Hughes, Hazel Hill, Cheryl Pountain, Debbie Holland and Gavin Vines.

3. PUBLIC PARTICIPATION:

No one present.

4. To approve the minutes of the meeting held on 9 December 2025 and consider any matters arising.

The minutes were approved without amendment and duly signed by the Chair.

5. TREASURERS REPORT:

The current bank balance stands at £13,200.46. Outstanding bills have been paid totalling £239.00. Christmas party income and quiz proceeds are still to be paid in. Gavin assured the meeting that this will happen the following week.

6. PAST EVENTS:

- **19 December – Christmas Party:** A successful event; consider booking early for next Christmas. **ACTION: Katie to contact Chas and his band.**
- **Set-up and Raffle:** Concerns were raised regarding organisation. Improved communication is needed and will be implemented by the raffle organiser only.
- **Bullying Policy:** WhatsApp groups to be monitored. All decisions must be made either at meetings or via email and **NOT using Whatsapp.** **ACTION:** Gavin to source and circulate a bullying policy.
- Items to be placed on the agenda are to be sent to Katie only and not the whole group by email or Whatsapp.
- **Any accidents must be reported in the accident book however minor.**

7. FUTURE EVENTS:

- **Quiz Trophy:** Cheryl will contact previous winners to explain that the quiz will now be held annually, and winners will **not** be expected to organise the next event. It was felt that the previous expectation may have discouraged some people from attending or fully taking part.
- **DATES WERE SET AS FOLLOWS FOR 2026: -**

27 th February	Bingo	Children being allowed is to be researched.
20 th March	St Patrick's Event:	Irish stew and vegetarian stew. £10.00 adults / £5.00 children under 16.
24 th April	Casino/Race Night	Katie to contact entertainer.
22 nd May	Quiz and Chips	£10.00 adults / £5.00 children. Katie to order chips on booking must book in advance.
26 th June	Casino/Race Night	Katie to contact entertainer
25 th July	Sopley Festival	Music and stalls and Katie to contact Chas re music. Venue to be confirmed with Nick and Marcus/Moorlands.
15 th August	Car Boot Sale	Cheryl to confirm dates with Moorlands.
25 th September	Event to be confirmed	
30 th October	Halloween Party	Nik and Hazel to decorate hall further details to follow.
8 th November	No event as yet	
11 th December	Christmas party	Christmas Party with buffet (£10.00 adults / £5.00 children). Cheryl to supervise food and beige buffet to be organised. Chas to be asked to play at the party.

8. HALL BOOKINGS –

- **Spare Keys:** New spare keys have been issued to Barry.
- **Chair Lifter Poster:** The poster has not yet been received from Sue.

9. BUILDING MAINTENANCE –

- **Bins and Weekly Collection:** No business collection service is currently available. This will continue to be followed up.
- **Strip Heaters:** Gavin has obtained a quote for six heaters at £2,500.
- **Glasswasher:** Plumbing and electrical work are required. Nick to instruct Taff to complete the installation. **ACTION: Nick.**
- **Bins and Glass Recycling:** Confirmation needed on whether Nick has purchased the new bins and spoken to the Woolpack regarding glass recycling and they are unable to help. No bins for hall have been purchased yet. **ACTION: Nick.**
- **Door Mats and Carpets:** Specifications and sizes to be sent to Katie. Dan Rouse will fit the carpets. Nick to arrange the booking with Dan. **ACTION: Nick.**

10. HEALTH & SAFETY:

- **Mud at the bottom of the ramp:** Highways have advised that extending the tarmac is not permitted; a formal application for vehicle access would be required. Dan Shutler is progressing this with some form of matting, but Nick is leading this, cones are in place to stop people walking in the slippery mud. **ACTION: Nick.**

11. ANY OTHER BUSINESS:

- Gavin to purchase table tennis bats in January. **ACTION: Gavin.**
- Storeroom still needs sorting and Rob Nash asked to help with clearance. **ACTION: All someone needs to lead this agenda item.**
- The teaset in storeroom is to be investigated to confirm who owns it and if it is worth anything. **ACTION: Katie.**
- The map in storeroom needs treating and framing and fixing to a wall in the hall. **ACTION: Katie.**

Meeting closed 20.15