

**MINUTES OF EATON BISHOP VILLAGE HALL MANAGEMENT COMMITTEE  
MEETING HELD ON TUESDAY 24<sup>TH</sup> FEBRUARY 2026 AT 2.00PM IN THE  
VILLAGE HALL**

**PRESENT:** Tim Coleman (Chair) TC  
Mick Netting (Vice Chair and Maintenance) MDN  
Moe Netting (Secretary) MN  
Catriona Lambeth (Treasurer) CL  
Meryl Cain (Social Media and Marketing) MC  
Phil Davies (Caretaker and Maintenance Team) PD  
Ricky Lambeth (Maintenance Team) RL

**WELCOME**

TC thanked the Committee for attending.

**APOLOGIES FOR ABSENCE**

Mary Kimber, Lorraine Colam, Marshall Thomson and Clive Harper had sent apologies.

**MINUTES OF THE PREVIOUS MEETING**

Everyone confirmed they had received a copy of the Minutes from the last meeting. The Minutes were duly signed by the Chair.

**MATTERS ARISING**

CL confirmed that a refund from the Insurers had been received and forwarded to the Parish Council. TC asked if any progress had been made on establishing a better interest rate for the Hall's funds. CL said that in light of the outstanding projects for the Hall she intended to wait until she was sure of the amount available.

TC queried the progress on the heating hub. RL explained that this was already in place and demonstrated the positions of the sensors. MDN queried whether any sensor was recording the outside temperature, in order to determine the heat loss. RL confirmed that this was not yet in place.

**FINANCE REPORT**

CL reported that everything was looking positive. The bank mandate had been changed, and Eileen Sims had been removed as a signatory. CL, MC and MN were now the three signatories. The payment limit had been reduced to £3000. MC would monitor the accounts online and she would meet with CL every quarter. She had not yet cancelled the debit card but would do that once she was sure that the deposit card was working effectively. MN queried whether a member of the

Committee had to collect the donation and petty cash boxes for the coffee mornings each week. RL confirmed this was the case.

TC asked how much was in the accounts. CL informed the meeting that there was £33,081 in the savings account and £5298 in the contingency account with £697 in the day-to-day account. TC queried how much remained of the grants received during Covid – CL estimated £30,000.

**ACTION CL**

## **ELECTION OF LORRAINE COLAM AND MARSHALL THOMSON**

TC informed the Committee that both Lorraine and Marshall had expressed their willingness to join the Committee. They were duly elected to the Committee.

## **MAINTENANCE UPDATE**

MDN explained that there were initially seven items on the original list of priorities with an estimated budget in excess of £40,000. This had now been reduced by the Maintenance to the three that were considered the most important in order of priority.

### 1 Shipping Container

The cost of a second-hand good quality shipping container would be £2952. However, RL was still looking into alternative suppliers. It was agreed that the storeroom was extremely overcrowded which made it very difficult to access equipment. TC queried whether there would be any maintenance upkeep required on the container. RL pointed out that they were designed to go on ships so were extremely sturdy.

**ACTION RL**

### 2 Insulation of the west wall

In order to insulate the west wall, it would be necessary to rip out the current toilets and kitchen. Separate estimates had therefore been received from English Settlements for doing this work in stages. MN pointed out that in order to qualify for a grant it might be advisable to concentrate on bringing the kitchen up to a standard that would satisfy the local council food safety checks and allow for subsidised meals to be prepared. It was agreed that the Committee was not in a position to give the go ahead on this work until exact specifications had been drawn up. MDN would contact Trevor Hewitt, the Architect employed for previous projects, to discuss this. TC pointed out that when Richard Timney from Community First visited the Hall, he emphasised that the Parish Council should be called upon to provide help with this ie a Public Works Loan. TC informed the meeting that a Public Works Loan had been secured by the Parish Council in the past.

**ACTION MDN AND RL**

### 3 Jubilee Roof

A quote of £4776 had been received from a roofing contractor.

TC emphasised that it would be necessary to try to acquire three quotes for any work.

#### **ARRANGEMENTS FOR WEDNESDAY COFFEE MORNINGS**

MN informed the Committee that the rota was working well and she and RL had been on hand to show the volunteers the ropes. The coffee mornings were covered until the end of April when MN would draw up another rota and hopefully the volunteering would continue.

**ACTION MN**

#### **PURCHASE OF NEW TABLECLOTHS**

RL had purchased a sample tablecloth to replace the ones currently in use which were starting to deteriorate. Everyone agreed that they were a satisfactory replacement but that the ones currently in use should still be used for the Curry and Quiz evenings in view of the risk of food staining. MN suggested that the Hall also purchase 10 white round polyester tablecloths for special occasions. These would be stored securely to avoid unauthorised use. The Committee agreed to both of these suggestions and RL and MN would investigate the purchase of these.

**ACTION MN AND RL**

#### **DEVELOPMENT OF THE FRONT GARDEN**

It was agreed to develop the front garden into a mini meadow. Caroline Hanks had agreed to assist with this and MN would contact her. It was suggested that the Yucca plants be offered to the public rather than being destroyed.

#### **ANY OTHER BUSINESS**

MDN informed the Committee that the alarm panel had failed the recent inspection, and it would be necessary to purchase a new one at a cost of £657.78. This was deemed imperative and agreed by the Committee. He also pointed out that the CCTV should be checked. This was also agreed.

**ACTION MDN**

PD raised the question of the next village litter pick. MDN would contact Balfour Beatty to book the equipment and notify the Committee of a date for this.

**ACTION MDN**

**DATE OF THE NEXT MEETING**

To be confirmed

Signed: \_\_\_\_\_

Date: \_\_\_\_\_