Wymeswold Memorial Hall

Committee Meeting
12 August 2026 at 7pm
Minutes

Attendance

Committee Members: Mary Opie (Secretary), Gill Feetham (Treasurer), Jo Applebee (Hall Manager)
Apologies: Howard Cox (Trustee)

Minutes

The Minutes of the Meeting on 8 July were accepted and signed by the Treasurer.

Governance and Administration

Finance

Treasurer's Report

Raising the hire fees for regular users was discussed.

7 Jan 26 13 May 26 10 June 26 8 July 12 Aug 26	FIT payments to be investigated. A form naming JA as the new contact needs to be submitted to EON before the back payments can be released. The form has been sent. There have been problems getting the form accepted due to requests from EON Next to amend the form and for further information to be provided. Payments have not yet been released	JA	Ongoing
13 May 26 10 June	Charity Commission to be informed of change of date for financial year end. It appears that this cannot be altered through the CC website until the next financial year.	MO	Ongoing
8 July	The draft Finance Policy and Procedures to be prepared for the next Meeting	MO	Ongoing

Bookings

6 Mar 25 12 Aug 26	A phone/contract to be obtained for use by the Bookings Clerk Phone contracts to be investigated	MO JA	Ongoing
23 July 25	Terms and Conditions of Hire to be reviewed	MO	Ongoing

Health and Safety and Maintenance

1 Oct 25 7 Jan 26	Repairs to the Play Area Fence to be costed The Parochial Council to be contacted re the necessity for a fence	WA JA	Ongoing

Hall Management

The use of the Jubilee Room was discussed. It is now being used more frequently and for a variety of purposes. However, during the heatwaves some sessions had to be cancelled because of the heat. Possible solutions to cooling the room in the summer were discussed and also the possibility of general refurbishment of the room.

Summer Jobs: cleaning the carpet, the ceiling in the bar, cleaning the chillers

28 Mar 23	Signs are needed inside, and outside, the lift with instructions for emergencies	JA/MO	Ongoing
3 Dec 25 8 July 26	Suitable lights for the entrance to the Hall to be investigated A quote has been requested from Eaton Electrical	JA/GF	Ongoing
10 June 26 8 July 12 Aug	Quotes for the new noticeboard and signs to be obtained Designs and quotes are ongoing. A decision was made to use aluminium sandwich board. We are still waiting for mock ups from Arch Signbuild Solutions at Esat Leake	GF	Ongoing

Play Area

The ability of the Hall to continue maintaining the Play Area was discussed.

8 July 26 12 Aug 26	Estimates of the cost of repairing the Play Area to be obtained An review of the repairs needed in the Play Area, now and in the near future, was carried out by Proludic, a playground equipment supplier. Their conclusion was that the equipment is old and it is not worth repairing and needs replacing. Replacing the matting alone will be about £15,000.	JA/MO	Closed
12 Aug 26	Wymeswold Parish Council are to be formally approached for their help with this problem. The Parochial Council are to be formally approached for information on the initial agreement between themselves and the Hall with regard to the upkeep of the Play Area.	MO	

Volunteers

10 June 26	Volunteers to be contacted via WhatsApp re cleaning days	JA/MO	
8 July 26	It was decided that it was too late to organise this for July.	JA/MO	Ongoing
12 Aug 26	The cleaning days had to be cancelled due to lack of Trustees' time to organise this.		Closed

Publicity and Social Media

26 June 25	The current WMH pages on the wymeswold.com website to be assessed for possible revisions for the new website	MO/JA/GF	Ongoing

AOB

Date of next Committee Meeting: Wednesday 9 September

Appendix 1

Treasurers report

12.08.2026

Current account balance - £3344.92
Deposit account balance - £26721.17

Utility bills and in particular the water bill continue to be the biggest expenditure.

From February 2026 to June 2026

Water payments £2463.22

Gas. £ 2072.11

Electricity. £995

We have also paid out a significant amount for statutory checks & electrical works.

£6439.72

The hall continues to be well used. All hirers pay their invoices in a timely manner prior to booking apart from AT who now owes a significant amount (£1500 - £2000)
Despite promises to pay varied amounts over before the start of the school holidays, we received only £100.

As trustees we need to make a decision regarding how we should proceed in order to have AT clear her debt prior to the end of the financial year.

The costs of hire for regular users have not been raised in line with inflation for some years and this needs addressing. Costs of hire for the playgroup and one off users have increased.

In September we will need to pay for the new signs and a noticeboard and also the yearly alcohol license.
License is £180
Signs and notices board £1000-£1200

An application has been made to the duck race for a grant of £300.
We have also received a donation from Raj

Gill Feetham