

A meeting of the Village Hall Management Committee was held in the Village Hall, Station Road, Countesthorpe, on Thursday 5th March 2026

Present: Cllrs M Gillespie, P Mount, M Smith, J Thacker and Mr D Norris.

Miss J Leech – Parish Council Manager

Miss E Frost – Parish Council Assistant Manager

Mrs J Downs – Bar Supervisor

2025/26 32. Apologies for absence, if any

Apologies were received from Cllr W Read and Mrs J Hart.

2025/26 33. To receive disclosures of interest and consider dispensations

There were no declarations of interest.

2024/25 34. To approve and sign the minutes of the meeting held on 4th December 2025

Minutes of the meeting held on Thursday 4th December 2025 were circulated prior to the meeting.

They were approved and signed by the Chair as an accurate record.

2025/26 35. Matters arising for information purposes only

It was noted that recruitment would take place for a cleaning position which would become vacant in the near future.

2025/26 36. Review budget 2025/2026

The budget as at 26th February 2026 was received and all was in order.

It was noted that, although the budget heading for repair and maintenance would be over budget at the end of the financial year, the overall cost centre would not.

2025/26 37. 2026/2027 budget

The approved budget for the 2026/2027 financial year was received with it being noted that an additional £2000 had been allocated for improvements to be made to the village hall.

2025/26 38. LED side lights

The quote of £950 + VAT, received from RCD Electrical for replacement side lights in the main hall, was received and noted.

2025/26 39. Emergency fire exit – main hall

Quotations were received for a replacement emergency exit door in the main hall, however it was resolved to continue to monitor. The quotation was noted and the colour for a replacement door was decided on, in the event that there be a further problem with the door in the future and a replacement door could be arranged without needing to go to Committee.

2025/26 40. Village hall booking statistics

Booking statistics for the village hall were received and discussed, particularly with reference to the decreased bar takings during the 2025/2026 financial year.

It was resolved to obtain feedback from hirers for the next three months before further discussing ways in which the additional allocated £2000 budget could be used to improve the village hall and attract bookings.

2025/26 41. To discuss the village hall website

A request for suggestions of ways in which the village hall website could be updated to improve its appearance and attract additional enquiries was sent out ahead of the meeting. Ideas were discussed and amendments would be made the website accordingly.

2025/26 42. Bar fees review

Details of the price increase applied by the bar drinks supplier, Libra Drinks, were received and discussed with it being resolved to monitor prices and income and apply an additional increase prior to the scheduled annual review, should it be deemed necessary.

2025/26 43. Active Arts – artwork

Additional information was provided regarding the offer from Active Arts to donate artwork to the village hall following the event being organised to mark its 50th Anniversary in September, with it being resolved to accept the gift.

2025/26 44. Update from the Village Hall Trustees

There were no updates to report.

2025/26 45. Bar Auditor’s report

The Bar Auditor’s report, to 11th January 2026, was received and all was in order.

2025/26 46. Bar Supervisor’s report

There was nothing to report.

2025/26 47. Maintenance issues

It was noted that an emergency exit ramp had now been installed to the area at the front of the village hall.

2025/26 48. Correspondence

There was no correspondence.

2025/26 49. Date of the next meeting

The date of the next meeting is to be arranged for June 2026.

SignedChairman

Dated 2026