MINUTES
ENGLISH BICKNOR VILLAGE HALL and BAR

A Managing Trustees Committee Meeting of E.B. Village Hall & Bar was held in the VH bar on Monday 21st September 2026 at 7.30pm.

PRESENT:

Mr. P. Gwilliam (Chairman/Holding Trustee), Mrs. D Gwilliam (Facilities Manager/FOSM), Mr. J Entwistle (Secretary), Mrs. A Watkins (Vice Chair), Mrs. S Shelbourne (Treasurer).

1. APOLOGIES:

Mr. R Waldron (Bar Treasurer).

2. Minutes of Last Meeting

Minutes agreed and signed off.

3. Actions from previous meetings (Details at Annex A).

The trees between the playing field and Mr. Shelborn's property need cutting back. He has offered to pay £500 towards the cost. The VH will have to pay the remainder which will be about £800. It was agreed that the hall pay these costs and gets the trees cut back.

4. Chairman's UPDATE (Phil Gwilliam)

Nothing to report.

5. Matters Arising:

Cleaner Post Functions. As the hall is being left dirty by some users after parties and weddings. The current cleaner and possibly Zeina could be asked to clean, usually on a Sunday. It was agreed that we give functions users the option of paying £25 for a cleaner if they do not want to clean up themselves.

Changing room completion/funding.

Update on funding for the completion of the changing rooms was given by the secretary.

Enovert Fund £20K applied for.
Glos. Playing Fields Assoc. £2K pledged.
Bernard Sunley Fund £5K pledged.
Football Foundation application pending.
Lucy Machen £5K pledged.

The National Caving Assoc and Cheltenham Youth Dev. Football have been contacted for donations.

6. Functions Committee

Upcoming events are:

French Night 16th October
Pumpkin Night 28th October
Jigsaw sale 23rd October
Christmas Bazaar 5th Dec, followed by a choir recital and hall lights switch on.

The Vice Chair and Treasurer will be starting their Tuesday Fish and Chips Lunch on alternate Tuesdays from the Lunch Club.

There may be a Charity Salsa Night on the 12th Dec.

7. Any Other Business

The knee rail around the play area needs extending. The material is at the treasurer's house. **Action**: PG will get Hector to fit the knee rails.

The playground needs its annual inspection, it's due on the 6th October. **Action**: PG to arrange.

Electrical PAT Testing is also due. **Action**: SS to arrange.

Some members of the committee feel that with the impending release of Mr. Wayne Harris from prison the authorities should be made aware that his residence is in sight of the children's play area. **Action**: JE To send a letter to the police voicing our concerns.

DG informed the committee that a caravan club wished to bring 25 vans onto the playing field on 23rd to 25th April 2027. They will be charged £12 per van per night. It was agreed that they can use the hall and kitchen FOC.

Meeting closed at 8.50pm.

Next Meetings: Acceptance of Accounts, Monday 19th October at 7.30pm.

AGM Monday 23rd November at 7.30 pm.

Signed

Annex A

Meeting Date	Meeting Type	Action	Action Owner	Closing Statement/Comments	Status Open/Closed
21/11/2022	Comm Mtg	Land Registry – VH not registered.	PG	15/1/24- DG has a solicitor contact in Hereford who may be able to help.8/4/24-Due to cost this subject is on hold. 16-4-24, Raise memorandum at AGM and Gwyn James will carry out Land Registration.	OPEN
16/09/2024	Trustees/Users Mtg	Fence panel repair by Two Rivers	JE	13-1-25 JE to chase again.14/4/25-still not fixed. 14-5-25-Still not fixed.	OPEN
13/01/2025	Trustees/Users Mtg	Bar area is cold compared to the hall; more loft insulation may be required.	Committee	14/7/25-Trustees to arrange clearing of loft area. 21/9/26 Insulation now fitted. CLOSED	CLOSED
14/07/2025	Trustees/Users Mtg	Raise funding for completing changing rooms, £19250.	Trustees	8/9/25-Letters to be sent to the two village charities asking for a donation. 26/10/25-Gabriel Parfit may offer to help with applying for grants.	OPEN

				16-3-26-JE to look into funding routes.	
26/10/2025	Acceptance of Accounts	Trees down the side of the playing field need trimming	PG	16-3-26-PG to talk to Shelly the complainant. 21/9/26-VH agreed to pay £800 and Shelly £500.	OPEN
29/10/2025	Trustees/Users Mtg	JE to send a letter of thanks to the Lucy Machen Charity for donation towards the changing rooms completion.	JE		OPEN
29/06/2026	Trustees/Users Mtg	Path needed between Two Rivers bungalows to the VH to aid accessibility	JE		OPEN
29/06/2026	Trustees/Users Mtg	Community Garden needs a boundary fence or barrier	PG		OPEN
29/06/2026	Trustees/Users Mtg	Gardening club still having problems with the microphone. They will contact Simon in Sept to get training.	LT		OPEN
29/06/2026	Trustees/Users Mtg	Kitchen being left dirty. May need to ask for a deposit or better instructions in the kitchen.		Under review	OPEN
28/07/2026	Trustees Mtg	Disabled toilet latch too high for users.	Keith	21/9/26-Lock lowered.	CLOSED
21/09/2026	Trustees Mtg	The knee rail around the play area needs extending. The material is at the treasurer's house.	PG		OPEN
21/09/2026	Trustees Mtg	The playground needs its annual inspection, it's due on the 6th October	PG		OPEN
21/09/2026	Trustees Mtg	Letter to be sent to the police ref Mr Wayne Harris.	JE		OPEN