

**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 16<sup>th</sup> March 2026 at 7.30pm.

**PRESENT:**

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

1. **APOLOGIES:**

2. **Minutes of last meeting**

Agreed and signed off.

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

4. **Chairmans Update**

Grants funding for the completion of the changing rooms is still WIP. The chairman is in the process of gaining two quotes for the work to upgrade the toilets and showers.

JE has agreed to look at funding routes. **Action:** JE.

PG will be buying 4 tons of aggregate to top the car park and fill in the pot holes. The aggregate will cost £80.

5. **Matters Arising**

Bar; the decorating has been completed including the store and cellar. The mold has also been removed.

The vice chair stated that we are now paying more in bar staff charges compared to last year. At present we have paid this year £600 where we paid a total of £800 for the whole of last year.

The vice chair also stated that the pricing for wine needs to be revised as we are making a loss.

The proposal was agreed to charge the following prices. Large wine 250ml £5, Medium wine 175ml £4 and small wine 125ml £3.50. Prosecco small bottles £5.

Stock levels need to be monitored closely so as not to run short during functions. It has been found that Thatcher's zero alcohol cider is more popular than Inches zero alcohol cider so it will be phased out.

There is still an issue with the J2O bottles as the shelf life is short.

Working Party is required to clean up around the VH and playing fields. The aim of the working party will be to collect leaves, clear the attic of rubbish and clean the outside chairs. It is proposed to offer bacon rolls to the volunteers. Sunday 19<sup>th</sup> April at 10.00 is the proposed date. **Action:** DG to put out a message asking for volunteers.

Hire payments are being given over the bar which is not appropriate. Payments must be given to DG before the event. The booking form must also be completed by the hirer before the keys are released.

The WI are hosting a charity event to support Cross Roads. They are asking for a discounted hire rate. The event is on a Saturday and Crossroads is not a local charity therefore no discount is to be given. Saturday is also prime time so a full hire rate is justified.

The cavers are holding a mock rescue day from 9am to 4 pm on a Sunday soon. The hire charge will be £70.

The cavers have also had three recent bookings so will be invoiced for £60 total.

Spending; the VH Treasurer informed the committee that the hall was in deficit by £291.41. The bank balance is currently £24,644. Out payment have been mainly for maintenance and repairs.

More functions are required to build up the bank accounts of the bar and hall. The bar is a major donator to the hall.

More Friday Night Pop openings are needed. The Pop-Up Bar could offer food such as a Cheese and Wine Night, Baked Potato, Pizza and Fish & Chips.

A Christmas Bazar and Carol Singing event could generate a good revenue. More ideas for functions are needed.

## 6. Functions

Nothing to report.

7. AOB

Some of the box bush hedges in the patio pots have died. It is proposed to plant lavender in the pots as they are a hardy plant.

Meeting closed at 9.20pm.

Next Meetings: Monday 8th June at 7.30pm

**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 carryout 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.	OPEN
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. 16-3-26-JE to look into funding routes.	OPEN

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.	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
19/01/2026	Trustees/Users Mtg	It was suggested that the hall website should state that the hall hire charge is a minimum of £10 per hour	RL	RL will get her husband Simon Andrewes to add this to the website.	CLOSED
19/01/2026	Trustees/Users Mtg	It was suggested that the Community Garden could be funded by the two village charities. The George Whyral and Lach Machen Charities.	JE	JE to give contacts to GP and LT.	OPEN
19/01/2026	Trustees/Users Mtg	It was agreed that the hall and bar need repainting. DG will approach Bobby who has previously decorated the hall	DG	16-3-26-Decorating completed.	CLOSED
19/01/2026	Trustees/Users Mtg	MF asked for more dining chairs with arms could be obtained	GP	GP said he was visiting some furniture recycling centers soon so he would look out for some.	OPEN
19/01/2026	Trustees/Users Mtg	The pool table is no longer used so it was agreed to sell it	PG	16-3-26- pool table collected.	CLOSED
20/01/2026	Trustees/Users Mtg	Still awaiting on a quote to get the sewage pipe from the hall to the cesspit rerouted	PG	16-3-26 Job completed.	CLOSED
16/03/2026	Managing Trustees Mtg	Working Party to be advertised 19th April	DG	16/3/26-DG to ask for volunteers.	OPEN