

MEETING OF THE YETTINGTON HALL COMMITTEE

held at

YETTINGTON HALL

on

Wednesday 19th November 2025 at 7.30pm

Those invited to attend:

Sue Barnard	Tracy Payne
Melanie Lester	Steven Pearcey
Emma McBarnet	Julie Smith
Tom McBarnet	John Smith
Laura Oseland	Paula Williams

1. **APOLOGIES:** Sue Barnard, Tom McBarnet
2. **MINUTES OF THE LAST MEETING:** These were agreed as correct.
3. **MATTERS ARISING:**

a Paula had drawn up a possible alternative design for the Hall redevelopment. The Committee thanked her for this but it was decided to leave that on hold for the moment to concentrate on our upcoming fundraising events and consider it in the New Year.

4. MATTERS TO BE DISCUSSED:

a. Christmas Fundraiser planning and raffle updates.

Tracy has organised a small lottery Licence for the Hall at a cost of £40.00 to enable us to hold a raffle. If we pay for this annually before the due date to keep the licence going the cost will drop to £20.00 per annum. Tracy kindly agreed to remind the Committee when renewal was required.

Action TP

Tracy has printed 1,000 raffle tickets and is in the process of putting them into books. These will be for sale in the Village Shop in East Budleigh and from Committee members. Paula, Tracy and Sue have managed to put together a super list of prizes for the raffle and the Committee thanked them for this. Posters advertising the Christmas fundraiser have been designed and will be up soon.

There will be a cake stall at the fundraiser, volunteers were asked if they could please contribute to making some mince pies and cakes to sell. Tea, coffee and hot chocolate will also be available.

Paula asked about the possibility of purchasing an urn to heat water for events. It was decided to ask around first to see if we could borrow one for the event.

Action EMcB

There will be a kids craft table at the fundraiser, Laura offered to organise this.

Action LO

There will be music and singing at the event as well, Melanie volunteered to organise items needed for this.

Action ML

A note advertising the Christmas Fundraiser will be put together and posted through letterboxes in Yettington.

Action TP & EMcB

b. *Wreath workshops update*

The places on the 2 wreath workshops at the Hall on 28th November at 6pm and December 5th at 11am are selling well.

c. *New sign for Village Hall*

Laura looked into the cost of a replacement sign for the Village Hall and the Committee decided that they should go ahead with a sign similar to the last one as the best and cheapest option.

Action LO

d. *Noticeboard repair*

Steve Pearcey reported that the noticeboard repair is in hand and there will be an update at our next meeting.

Action SP

e. *Hall strengthening work and redecoration required.*

The hall strengthening has been completed and the Committee are all very pleased with the work. The new wood will need painting but the Committee decided to leave that until the New Year when we could get a working party together to attend to other parts of the hall that need redecoration at the same time.

f. *Hall insurance*

Following some investigation into prices by the Emma, the Committee decided to stay with the same insurance company for the next year but we will need to get a new valuation done to ensure we are adequately insured and our current insurance company should undertake this for free.

Action EMcB

g. *Establishing the Hall as a Charitable Incorporated Organisation (CIO)*

Understanding all the details about setting up the Hall as a CIO is complicated. The Committee asked the Secretary if she could approach Devon Communities Together (DCT) to see if Martin Rich would be able to come and explain the details to us.

Action EMcB

h. *New hiring agreement*

We have received a New Hiring Agreement pro forma from Devon Communities Together (DCT). Emma and Laura agreed to look through it together and tailor it to the current needs of our Hall.

Action LO & EMcB

i. *Fire safety*

Emma has received 2 quotes for the fitting of new fire extinguishers in the two buildings and the Committee chose the cheapest quote. Emma will arrange fitting.

Action EMcB

j. *Health and Safety*

We will need to undertake a Risk Assessment for the Village Hall. Julie thought she could get hold of a template for us to use. Laura and Emma will put one together.

Action JS, LO & EMcB

5. ANY OTHER BUSINESS:

- a. The Committee satisfactorily completed an Autumn clear-up of the grounds of the Hall and John kindly repaired the guttering. The Committee would like to thank Ant House for laying the hedge at the back of the Hall which should help to thicken it up.
- b. The Committee discussed the pricing policy for the Wreath making classes. As these classes are held by invitation rather than as a Hall hire the pricing is at £5 per person attending.
- c. Sue Barnard has kindly donated some new cups to the Hall, the Committee would like to thank her for these. Sue also managed to sell a number of old chairs we no longer need on facebook and passed the £40.00 she had raised to the Treasurer.
- d. Paula had noticed that East Devon Council might have a grant we could apply for coming up soon. We will need to keep an eye out and in the New Year put some projects together.
- e. The Committee would like to see the Hall contact details more clearly displayed in the noticeboard outside the Hall.

Action EMcB

6. DATE OF NEXT MEETING

Wednesday 14th January 2026 at 7.30pm