

## **Minutes of the Bramley Village Hall Management Committee Meeting 18<sup>th</sup> July 2025**

**Present:** Tony Coleman (TC), Bob Stern (RAS), Dennis Lordan (DL), Debbie Ersser (DE).

**Apologies:** Francesca Stern & Colin Marshall.

**Minutes:** The draft minutes of the committee meeting of 11<sup>th</sup> April 2025 were agreed and signed by the Chairman.

### **Matters Arising:**

None

### **Bookings Outlook: 2025**

DL submitted a list of confirmed regular bookings from 1<sup>st</sup> July to 30<sup>th</sup> September 2025. The estimated revenue amounts to £4,241

DL pointed out that one regular bookings, Surrey Gymnastics was finishing on 19<sup>th</sup> July as the lady who runs it is going on maternity leave, she hopes to restart her classes in January 2026. He also pointed out that children's party bookings were slow but often are at this time of year.

### **Finance:**

- i. **Actual v budget to 17.07.25 (circulated)** – members noted the report.
- ii. **Payments and Receipts (circulated)** - The reported amounts between 1<sup>st</sup> April and 10<sup>th</sup> July 2025 were reviewed and agreed.
- iii. **Cash at bank 18<sup>th</sup> July 2025** - £34,079.81 – including SCC Acoustics grant of £15,571 leaving a balance of £18,508.81.

### **Maintenance:**

- The redecoration of the foyer is almost complete.
- TC advised that 3 other maintenance issues had arisen:  
New blinds £980 + VAT = £1176  
Kitchen tap, isolation valves & gents tap approx £500  
Rubbish removal Approx £200  
Total approx £1900  
The committee approved all 3.
- The committee agreed to discuss storage solutions for hirers particularly Surrey Gymnastics.
- DE advised that the VH window cleaner had resigned, and she had approached 3 companies for quotes. The committee agreed to go with the most reasonable quote and it was agreed that he would also do the inside windows on his first visit.

### **Refurbishment of the Hall**

#### **Summary:**

Freshen up the appearance of the hall internally and externally.

Improve acoustics and install a multimedia system.

Explore ways to make the hall attractive to a wider, more diverse group of users.

Increase the visibility of the hall using social media, Bramley Business Network etc.

Explore feasible options for the use of the Stone Barn to generate revenue.,

**Work in progress.**

Freshen up / Update all areas of the hall interior

Painting the main hall and other areas, improving the acoustics, funded and underway.

Paint/repair/improve neglected external areas of hall and out buildings. Funded and planned.

Next Steps.

Re configure the stage area and install a multimedia system. External funding required.

Explore ways to make the hall attractive to a wider, more diverse group of users.

Explore online booking and access control systems (*to be implemented at a later date*).

Increase the visibility of the hall using social media, Bramley Business Network etc.

Explore feasible options for the use of the Stone Barn to generate revenue.

**A.O.B.**

- Francesca Stern is resigning from the committee. The Chairman and the committee thanked her for all her hard work on the committee.
- Mark Vivian was appointed to the committee.
- The risk assessment circulated was formally adopted.
- It was noted that the SLA between BPC & BVH Management Committee was signed at the BPC meeting on July 10<sup>th</sup>.

Signed

Date

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Tony Coleman Chairman