

	Minutes of the Steppingley Village Association held at the Village Hall, Steppingley	
Date:	30 th April 2026	Action
Time:	17:30	
Present:	Melissa Jordan (Chairman) Barbara McIlhatton (Treasurer) Su Herring (Secretary) Keith Herring (Trustee) Lional Yarde	
Apologies:	Pete Clinch Hazel Clow-Shepherd (Trustee) Gemma Davies-Fairclough	
	AGENDA	
	An emergency meeting called by MJ. A quick meeting to discuss windows. Resignation given by Chairman and Treasurer.	
Village Hall:	Windows on hold: Window repairs worse than thought. New quote for repairs too high and quotation not agreed. Windows need to be made safe and warm for now until we know what is going to happen with village hall. Repairs to 2 big windows and 3 by pub car park. To supply and fit double glazed, black leadlight windows to back of hall and toilets. Both quotations accepted and work to start 1st April. Price might come in slightly higher depending repair work. Melissa also to get quote for front and internal door repairs. Secondary glazing might need to be looked into. Ongoing claim with window repairer (Mark). The SVA sourced Mark to repair the village hall windows in 2022, costing £2,300, but the work never started. Mark has repaid 2 amounts to the SVA, but £1,200 is still outstanding.	BM

	Barbara to contact Richard Davies who is a resident of the village to help with recovery of funds owed to the SVA.	
	Installations & Electrics *A government grant has been paid to the SVA for electrical work listed. In order the SVA didn't lose out on the grant an invoice from an Electrician has been raised for the listed work. It was agreed that the invoice amount is an estimation only, as the work is expected to come in higher if costs of components change. A full quotation is to be provided as agreed in due course. British Gas have now changed the tails on main electric. UK Power network back on Friday 29th May to change the fuse to 100amp. *Fan Heater & Fans: Agreement reached to install fan heater and Punka Waller fans. *Radiators: All rads to be fitted with heating automation system. *Kitchen Water Boiler: New water heater with instant heat, fitted with an automation control. Solar Panels: Solar panels to be sourced compatible with both battery and Grid. The best quote was for £10,800. The grant for solar would bring the price down to around £2,000. Melissa is looking into planning permission for panels, if successful, will then look for further quotes. Ring Door Bell: Ring doorbell to be installed, battery version. Village Hall Fencing: Work complete Integral Fridge:	KH/LY LY MJ/BM KH KH KH/MJ

	External door seems to be causing a problem with fridge. Provisionally fixed but needs to be pulled out and looked at properly. Leak: Leak making wall damp inside village hall entrance but can't find any issue or loose tiles. Might need to outsource a company to look at. Village Hall Flooring: Floorboards to be sanded down with hire equipment and varnished/polished. Garden Shed: Ketta shed for outside garden area to be purchased, MJ to measure. Decorating & Spring Clean: Finish decorating toilets General clean, cobwebs	MJ/KH MJ MJ All
	Website: Website progressed. Need to complete pages for village hall and pavilion. Email addresses needed for new domain name. Once up and running, accounts and other relating documents to be updated onto Website.	MJ/KH
	PayPal for Hall Bookings: Ongoing, Keith to source help on getting PayPal options for payments and refunds for village hall bookings. Hazel to be notified of outcome. Ongoing.	KH
	Events Spring Beer Festival 2026: Early spring, Melissa to speak to Alister and Steve. Film Evening: Commodity film, speak to Hugh.	MJ MJ
	Health & Safety Health & Safety Risk Assessment to be created for Village Hall notice board, ongoing.	SH PC

	Fire alarms, smoke detectors and fire extinguishers checked by Pete Clinch monthly. First Aid Kit: Barbara to source first aid kit. Playground play area inspection: Marcus has in the past completed the play area inspection but not sure this is the case now; needs following up.	BM All
	Finances: SVA Community A/C £26,614.89 SVA Business Premium ME A/C £5,709.26 SRA Community A/C £556.77 PayPal A/C £1,315.02 Total Funds: £34,195.94 Finances not updated at this meeting. Public Liability Insurance: Wreck, Pavillion & Village Hall cost £1,731.56. Parish Council to fund 25/30% of total invoice. Note: Monthly playground inspection by Marcus Pavillion: Cricket Team invoiced for £1,000 licence for year. Reminder for outstanding funds raised promised to the SVA. Electricity Bill for Pavillion to be questioned. Village Hall Hire Charges: Hire charges were discussed and no action will be taken to raise the costs until the hall has been spruced up, ongoing discussion. Sausage Party Event: Raised £210. Minus £50 voucher for Steve and Chris's help and setup.	BM
AOB:	New Chairman and Treasurer to be nominated.	All
Next Meeting:	SVA next meeting to be confirmed	SH

	AGM meeting May 14th 2026 @ 19:00hrs to coincide with SPC (AGM 14 day notice required) Notice sent out 30th April.	
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