1. **Attendees**

Committee members: - John Snelling (JS), Diane Snelling (DS), Ros Horne (RH), John Horne (JH), Alfie Saunders (AS), Richard Harden (RHa), Dennis Wells (DeW), Jinny Wells (JW), Norman Smith (NS).

Parishioners: - Daphne Nichols, David Clayton

1. **Apologies for Absence**

**None**

1. **Minutes of last meeting**

The minutes of the last meeting were agreed with no changes.

1. **Action points**

See Action point spreadsheet.

1. **Finance**

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| --- | --- | --- | --- | --- | --- |
| RHa gave the committee the latest finance update. | | | | | |
|  | | | | | |
| **Treasurers Report** | | |  |  |  |
|  |  |  |  |  |  |
| Barclays Bank Balance @ 31/7/2019 | | | | | £13,088.30 |
| (includes Restricted Funds re Playground of) | | | | | £2,728.03 |
|  |  |  |  |  |  |
| Income 1/1/2019 - 31/7/2019 | | | |  | £7,566.01 |
| Expenditure 1/1/2019 - 31/7/2019 | | | | | £8,931.01 |
|  |  |  |  |  |  |
| Period Deficit of | |  |  |  | £1,365.00 |
|  |  |  |  |  |  |
| Expenditure items of a Capital nature: | | | | |  |
| Window Blinds | |  |  |  | £466.00 |
| 50% Contribution towards Storage Shed | | | | | £330.00 |
| Roof Repairs | |  |  |  | £2,250.00 |
| Car Park Planings | | |  |  | £326.00 |
| Replace Kitchen Flooring | | |  |  | £575.00 |
|  |  |  |  | Total | £3,947.00 |
|  |  |  |  |  |  |
| Pending expenditure re Refurbishing Hall Floor | | | | | £2,500.00 |
|  |  |  |  |  |  |
| Pending expenditure re Insurance Cover | | | | | £1,509.02 |
|  |  |  |  |  |  |
| Pending estimated income from 200 club | | | | | £1,000.00 |
|  |  |  |  |  |  |
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|  | | |  |  |  |

1. **Building, grounds and playground**

* **Internal**

Since the last meeting the kitchen floor has been replaced and the hall floor professionally stripped and re-varnished.

DeW is to order 10 litres of Potters Clay diamond eggshell paint to enable the lower portion of the village hall walls to be repainted. The ceilings in all the toilets also need to be painted at the same time. A work party will be arranged once DeW has the paint for the hall.

DS asked RH to have the contract cleaners clean the blinds, Fly Zapper, light covers and fan in the kitchen. RH advised the meeting that the current contractor has been giving her problems so she is in the process of engaging a new company.

DS advised that the drafts in the kitchen and Ladies toilet were down to the fans not being able to be closed. DeW to look at options for closing intakes when not required. DS also advised that drafts were also coming from the meter cupboard in the kitchen and that sealant is required around the various cabled and pipes to stop these. DeW to look into this.

It was unanimously agreed that DS will order new dirt collecting mats in grey for the entrance and fire exit doors.

DS agreed to produce signs directing hirers to a recycling bin and composting bin for kitchen waste.

DS to sell the no longer required floor polish and stripper on E-Bay.

DS mentioned drafts coming from the upper storage doors. JS and DeW to look at suitable options.

* **External**

Attempts to repair the dripping guttering have proved ineffective so the committee have agreed that quotes should be sourced for replacing the guttering. JS to obtain quotes.

* **Grounds**

Since the last meeting Alan Witham kindly spread the chippings over the car park and overflow car park enabling the work party to rake them out.

RH advised that a work party to weed around the hall is required, a date will be set at the next meeting.

A discussion took place over the hedge in front of the village hall and RH volunteered to contact Alan Witham to arrange cutting it.

* **Insurance**

RHa and JS have been looking at the village hall insurance policy. They discovered that the hall has been underinsured with regards to rebuild costs for many years. As a result the committee unanimously agreed that this could not go unaddressed as we have a duty to the parish should the worst happen. This has meant that insurance costs have now risen to over £1500 per year.

* **Play Ground**

JS attended that last Parish Council meeting where the responsibility for the playground was discussed. The result of the discussion was that the Parish Council was unable to take ownership of the playground due to the costs involved in replacing exceeding anything they could fund and as a Parish Council and they are unable to request grant money.

A long discussion over the playground then took place with all the Committee and attendant Parishioners contributing. NS advised that the best way forward would be to request volunteers for the formation of a Community Hub group, who could be registered as a charity, with sole responsibility for funding and ongoing maintenance of the playground. If the Parish Council agreed they could have responsibility for the Hub and a representative of the Hub committee would be welcome on the Village Hall committee.

In the short term the items highlighted in the August 2019 safety check as medium risk would be dealt with and new chippings ordered. NS to ask Alan Witham if he would be able to transport the chippings from the car park to the playground to save the need of a wheelbarrow work party. NS advised that he had found a firm from South Norfolk that could carry out the work of replacing rotting posts and would contact them after the meeting to arrange a site meeting to enable them to quote for the works required. JS has agreed to attend the meeting with Norman.

Ongoing, Norman has engaged a volunteer, proficient in grant requests, to start the process of obtaining funds for the replacement of the playground equipment.

DS to re-word the article for Keeping in Touch and send it for publication in the September issue.

JS to send a letter to the Parish Council to formally request the responsibility for the playground is transferred to the Parish Council suggesting the above option of a Community Hub to manage it.

* **200 Club**

Several new members have been signed up in the past weeks, however, there are still a number of spare numbers. We are at present awaiting HSBC to set up online banking to enable winners to be paid by BACS.

* **Work parties**

Repainting of lower level of village hall and toilet ceilings – awaiting purchase of paint.

Weeding around village hall – possibly to be done at same time as the painting.

1. **Programme of Events**

Events for next Autumn discussed.

Film Night 5th October – Green Book. Tickets £5. Licensed bar?

Quiz and Chips night 19th Jan 2020. Tickets £10 to include fish and chips, bring your own drink.

Film Night 22nd Feb 2020 – Film TBA. Tickets £5.

1. **Bookings and Website**

RH has the website up to date and advised that bookings are continuing at a high level. She also requested new pictures of both the inside and outside of the hall.

1. **Parish Council**

The council has received details of the proposed location of the new mobile phone mast. They have requested a meeting with the company to discuss and verify various elements of the installation and ongoing maintenance access requirements.

1. **Any Other Business**

* JS agreed to David Clayton’s request to have a copy of the minutes on display in the external noticeboard.
* JS to ensure Village Hall Committee dates and AGM date are displayed in the external notice board.
* The company providing the clothes bank bin are awaiting new bins so there will be a delay in installation.
* JS to provide details of Village Hall Committee for display in the external noticeboard.

1. **Date of next meeting.**

The meeting closed at 13.15 and the next meeting will be on Thursday 12th September 2019 in the village hall at 11am. The main aim of the next meeting is to discuss the progress with the playground.