1. **Attendees**

Committee members: - John Snelling (JS), Diane Snelling (DS), Ros Horne (RH), John Horne (JH),

 Richard Harden (RHa), Dennis Wells (DeW), Jinny Wells (JW), Norman Smith (NS)(Parish Council Rep).

1. **Apologies for Absence**

Father Eric, Alfie Saunders (AS),

1. **Minutes of last meeting**

The minutes of the last meeting were agreed.

1. **Action points**

All outstanding Action points completed.

1. **Finance**

RHa gave the current financial position as below

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| Barclays Bank Balance as at 13/11/2019 £8201Major Non-Recurring Items of Expenditure in 2019VH Window Blinds £466Contribution Towards New Storage Building £330Repair Leak in VH Roof £2250Asphalt Planning’s £326 New Kitchen Flooring £575Strip and Reseal VH Floor £2670Transfer Playground Restricted Funds to Parish Council £2728Replace Guttering and Resurface VH Stage (see below) £2733Total £12078Major Non-Recurring Items of Expenditure in 2019(not yet paid)Remove and Dispose of Old ‘Asbestos’ Guttering £1620Install New Plastic Guttering £602Resurface VH Stage £511Total £2733Major Non-Recurring Items of Income in 2019(not yet received)NNDC Hall Hire re General Election £500Adjusted Barclays Bank Balance for ‘not yet paid’ Items of Expenditure and ‘not yet received’ items of Income £5968RHa then proposed the following review of hire charges as they have not increased for several years.**Review of Erpingham Village Hall Hire charges****Summary of actual/projected recurring running costs for 2020:**Insurance £1600Gas £1400Electricity £1250Cleaning/Maintenance £750Water/Sewerage £650Business Rates £450Gas Fire Safety Service/Inspection £175Music Licence £160Boiler Service £150Website maintenance/Stationery £150Premises Licence £75Keeping in Touch Donation £50**Total £6860****Summary of actual/projected hours hired for 2020:**Coffee Club 94hrsTable Tennis 57hrsYoga 57hrsOther 40hrs (54hrs in 2019 including 14hrs from Film Company)Carpet Bowls 52hrsArt Group 51hrsNNDC 15hrs (45hrs in 2019 including 30hrs from NNDC re European/General elections)Short Mat Bowls 41hrsZumba 39hrsScottish Country Dancing 36hrsPilates 36hrsWI 34hrsSchool 27hrs**Total 579**Estimated average cost per hour of hiring in 2020 (£6860/579hrs) = £11.852019 hire rates are £10/hr for local hirers and £12/hr for non-local hirers**Notes:**We will make a loss of approx. £1.85hr from local hirers in 2020We will just about break even on non-local hirers in 2020The costs of any work of a capital nature have to be covered byprofits from fund raising events and the surplus from 200Club lotteryRecommend:Serious consideration should be given to increasing VH hire charges, to at least cover the running costs.A discussion then took place as to how much and when the rise should commence. The committee agreed unanimouslyTo a hire charge increase, and after another lengthy discussion agreed to a £1.50 increase to both hire charges from 1st Jan 2020.The new per hour charges will now be £11.50 for locals and £13.50 for non-locals. |
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1. **Health and Safety**

Nothing to discuss.

1. **Internal**

JS suggested that we discuss decoration of the stage and storage area next year now that it has been resurfaced.

DS asked when the contact cleaners would next be in and RHa agreed that she would book them for early December.

1. **External**

JS advised that the guttering has now been completed.

1. **200 Club**

There ae still some spare numbers and surplus has been transferred to the village hall. Online banking has now been achieved.

1. **Work parties**

Repainting of the stage and storage area to be arranged in 2020.

1. **Programme of Events**

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

JW to purchase paper pots for sauce and salt.

Film Night 22nd Feb 2020 – Film Yesterday. Tickets £5, DW to check website.

Apple festival Sat 3rd Oct 2020 – DS to put article in KIT for Oct issue.

1. **Bookings and Website**

RH has the website up to date and advised that bookings are continuing at a high level.

1. **Any Other Business**
* RHa to purchase chocolates for volunteer cleaners.
* RHa advised of complaint about one car being unable to park in car park due to craft show and football match on same day. Football club had tried to change fixture and location without success. The people who had to park in Jubilee close did not mind, the complaint came from one of the parking attendants.
* The committee agreed to put up the Xmas decorations on the 4th Dec at 4pm.
* NS asked that he be taken off the charity commission website as he is representing the Parish Council and is not a trustee. JS has completed this.
1. **Date of next meeting.**

The meeting closed at 11.45 and the next meeting will be on Tuesday 21st January 2020 in the village hall at 10am.