

## Village Hall Management Committee 2015 Monday 2<sup>nd</sup> November:

### Minutes

1. **Apologies for absence:** Derek Buckles, Sharon Marshall Present: DH, JP, JD, IC, JK.
2. **Maddy Knox** from Suffolk Sport part of the County Sports Partnership deriving from Sport England attended the first part of the meeting. Suffolk sport links with public health and aims to get people more active, especially in rural communities they also seek to end loneliness and rural isolation. Their Fit Villages project promotes activities in village halls seeking to find activities wanted by the community. They have access to a large database of instructors and leaders, part fund class for the first 8 weeks and then if the participants want to continue the class can run independently. A “community information hub” with talks responsive to what the community ask for is also possible. They would undertake a consultation with people locally to establish what might be wanted and can also run taster sessions.  
John Payne asked if the organiser of the Rural Coffee Caravan could contact him as information previously given out needed updating.  
Maddy will look into finding another Karate instructor as the club had stopped and there are a number of youngsters in the village who would be interested.

#### The meeting then continued

**Register of interests:** None declared

3. **Approval of minutes of previous meeting 21.09.15** – one correction: total cash available amounts to £7805.
4. **Matters arising:**
  - a) Outside light fitting faulty **lan** has replacement and will fit it.
  - b) Wendy Harris will plan a Casino night for February or March
5. **Finances:** we have enough for another year at present with £8119 in the bank – funds have been swollen by groups paying for VH hire 3 months in advance.  
A finance meeting is planned for **February 8<sup>th</sup>** to review our challenges and options in detail

2015 Magazine: Costs £2844            Ads Income: £3382    Current profit £538  
Lottery 1st Jan to 31st Oct £1,516 profit

Average income required for 2014 was £469.83, this year £360.96; actual £309.65.

We need around £400/month to cover basic expenses.

The annual audit will be free of charge in late February/early March

6. **Hall maintenance:**
  - a) The refridgerator leaked and has been removed by Darren – Julian has supplied a temporary replacement. Request for donated fridge to be made via R&A (**Jenna**)
  - b) The walls seem to be drying out and will be repainted in a few weeks if stay dry.
  - c) The Youth Club have been leaving the hall in a less than clean state. Dave and John will visit them next Monday to discuss with leaders.

7. **Grounds:** grass cutting has finished, the hedges have been clipped, John will collect up leaves, Ian will clear the gutters.
8. **Bookings:** 5 currently . possible session on CPR in December and/or January
9. **Policies: Health and safety, risk assessments:**  
Committee member responsible for H&S, risk assessments, inspections: David and Ian Jenna to update policies and circulate. (note from August)
10. **R&A:** some adverts withdrawn, some persuaded to continue.
11. **Lottery:** Standing order/application sheets to be printed and given to distributors along with receipt slips (Jenna to print). Sept and October draws carried out on 10<sup>th</sup> October.
12. **Website:** some issues with contact form not coming with details on - ? due to positioning of send button in relation to alphanumeric designed to reject automated requests – Jenna continuing to investigate/ also to update Tuesday Club page and determine number of visitors to the site.
13. **AOB**
  - a) Dave will visit Events Company in Lavenham who put on Farmers markets in village Halls.
  - b) A paper was presented with ideas as to how to use the village hall. Dave and John propose to visit every house to inquire as to what sort of events would get them into the village hall.  
**All to send ideas to Dave.**

**Date of Next Meeting: Monday 30<sup>th</sup> November 7.30 pm**

**Main Item:** Village consultations on using the village Hall