

North Wootton Village Hall Committee Meeting

Minutes

Location: North Wootton Village Hall

Date: Thursday 11th October 2018

Time: 19:00

Attendees: Dennis Blackmore-Chair, Neil Pearce-Secretary, Wendy Border-Treasurer, Sarah Simmonds-Booking Clerk, Bob Angell, Colin Smith, Will Border, Doreen Taylor, Kier Hughes.

1. Apologies-Bridget Nurse, Barry Watkins, Antony Lamb.
2. Approval of minutes from previous meeting on Thursday 13th September.
3. Matters arising.

None.

4. Wren Grant update.

Dennis reported that press releases have been done. A meeting with the contractors confirmed that the work will be completed before Christmas. Flooring to be done the week commencing the 10th of December. This will impact on regular hirers the dog training club and weight watchers. An alternative venue will be looked into for them for this week. Sarah enquired if a booking on the 18th of December will be affected? Dennis said that this should still be fine to go ahead.

Dennis explained that the invoices for the renovation work will be sent out to Wren in 3 stages.

Wendy showed a copy of the new kitchen layout to the committee. The contractors were hoping to start the week commencing 15/10/18. Electrician will be in this week also to rewire and fit new lighting and other electrical work that needs doing. The new unisex toilets will consist of cubicles and the disabled toilet to remain in situ. Remaining space is proposed to be used as storage with baby changing facilities in the lobby area.

Dennis has put in considerable hard work with the Wren Grant and the committee passed on their thanks for all his efforts in arranging this.

Dennis has also purchased the material for the curtains for the new conference room with which a parishioner has kindly offered to make for us.

Updates from Sub-Committees.

5. Finance

Wendy explained we have received some income payments from the West Norfolk Lottery Wins amounting to £154.50. Normal expenses are going out as scheduled. We still have outstanding payments with the Parish Council but they have explained that there is no immediate hurry in settling these.

Wendy handed out the regular income/expenditure reports for the committee to read.

6. Maintenance

Bob said that there was nothing more to report on what had already been discussed and covered in the Wren Grant report by Dennis.

7. Events

In Antony's absence Neil read out a message to the committee requesting aid from committee members to help set up and run stalls and kitchen for the forthcoming Farmers Market. All those free on the day offered to help.

8. Bookings

Sarah explained that bookings continue to remain steady. We cannot take daytime bookings whilst the refurbishment is taking place due to contractors being in the hall.

AOB.

Bob to update on availability of selling Christmas trees at the Christmas Fair.

No further business to discuss.

Date of the next meeting:

Thursday 22nd November at 7pm.

Meeting concluded 19:50.