

# North Wootton Village Hall Committee Meeting Minutes

**Location:** North Wootton Village Hall

**Date:** 14<sup>th</sup> March 2019

**Time:**19:00

**Attendees:** Dennis Blackmore-Chair, Wendy Border-Treasurer, Sarah Simmonds-Booking Clerk, Antony Lamb-Events Organiser, Barry Watkins, Colin Smith, Colin Smith, Bob Angell, Will Border, Keir Hughes.

1. Apologies: Doreen, Neil, Bridget.
2. Approval of minutes from 21<sup>st</sup> February 2019
3. Matters arising.

**Windows-** Wendy has spoken to Bridget about replacements and has come back with a quote for 6 windows-2 at the front, 2 in the cupboards and 2 in the Conference room, this has come out at £1624 inc VAT and fitting. Toilet windows have been quoted at £1109 inc VAT and fitting, a total of £2733. This would involve a 6 week turnaround time. All agreed that the toilets can wait for now.

Outside electrics have been completed so we will have to top up the bill out of our funds.

Nurse Builders have looked at the front door. Need a stopper and handle tightening.

Blocked toilets sorted by Will and Wendy. We will look into putting a low radius bend into the drain. It was suggested we need to increase the water flow from the toilets.

**Paintwork-Will has paint to touch up.**

**Ladies Sanitary bins-These would cost a £338 annual charge with 4 bins emptied monthly. Wendy to look into paper bags and bins with signage. Jet Reach would empty the bins.**

**The soakaway for the drain outside the hall has collapsed. Nurse Builders have not got back to Bob yet. Norfolk County Council need to be contacted as the drain is a problem. Will to contact and let them know it is urgent.**

**Ceiling Tiles-Wendy to chase up the purchase of replacement ones.**

**The Press Release for the Opening Day has gone out.**

**Commemorative Plaque-Dennis has sourced on the internet with the following:**

**Hall Renovation 2018 with the aid of a grant from WREN.**

**Updates form Sub-Committees.**

**Finance**

**Bingo Evenings becoming very popular.**

**Weight Watchers have paid their outstanding bill. Wendy has told them if future payments are not received promptly they will lose their 10% discount.**

**We need to be more consistent with out alcohol prices at the Curry Nights.**

**The Yoga class have paid upfront for a term.**

**The Parish Council have very kindly written off money we owe to them with the sum being £1074.73. Dennis to write to the PC to thank them for their much appreciated gesture.**

## **Maintenance**

**Plan to stain the front of the hall this coming Sunday, all volunteers welcome.**

**The picture of the Queen and Prince Philip to be put back up in the Conference Room.**

**Bob to look into kick plates for the doors coming into the hall to limit damage.**

**Bridget to look into getting more stainless steel rings for the hall's curtains.**

## **Events**

**The next Village Market is this coming Saturday. One stallholder has dropped out but we have two new ones starting next month.**

**Permission granted from the Council for a new banner to be put up in All Saints Drive.**

**Pop Up Indian Night is booked for the 28<sup>th</sup> September.**

**Antony is in talks for the introduction of a Fish & Chips Quiz night.**

**Local Elections to be held on the 2<sup>nd</sup> May. Yoga and Parish Council will be unable to use the hall on this date. Wendy to inform.**

**Committee members to deliver leaflets to advertise the Grand Opening Day.**

**Catering for the Grand Opening being organised by Antony.**

**Wendy to invite the workmen who did the refurbishment.**

**Neil to make up photo boards of Village Hall related material.**

**Members to help set up the hall the night before.**

**Dennis to do a speech.**

**Wren are not attending.**

**Antony to buy scissors and ribbon for the unveiling ceremony.**

**Bookings**

**Dog Training are having a second class on Wednesdays.**

**We have taken two Art Class bookings.**

**AOB**

**Defib and cabinet in cupboard. Where are we to situate? Must be near an electricity source. Committee to decide on Sunday at the maintenance day.**

**Lamb Media to take over the control of the website at a cost of £47 a month. This is now up and running.**

**Committee photos to be taken at the hall opening and put up on the website.**

**Date of the next meeting**

**Thursday 16<sup>th</sup> May 2019**

**Meeting closed 20:30**