

# North Wootton Village Hall Committee Meeting

## Minutes

Location: North Wootton Village Hall

Date: Thursday 16th May 2019

Time: 19:00

Attendees: Dennis Blackmore - Chair, Neil Pearce - Secretary, Sarah Simmonds - Booking Clerk, Wendy Border - Finance, Antony Lamb - Events Organiser, Will Border, Colin Smith, Doreen Taylor, Bob Angell, Kier Hughes, Bridget Nurse, Andrew Lamb (representing Lamb Media) and new member Donna Ledley.

1. Apologies - Barry Watkins
2. Approval of minutes from previous meeting on Thursday 17/01/19
3. Matters arising.

The Committee gave a hearty welcome to our new member Donna Ledley.

Maintenance team to meet with a local contractor to discuss the issue with the drainage at the front of the hall due to the collapsed soakaway.

New windows completed and have further improved the look of the hall.

The front door handle has been tightened and a restraint fitted by the maintenance team.

Toilets - the blockage has been cleared and new roll holders fitted.

Paintwork has been touched up.

Ceiling tiles - spares have been put in the storage cupboard.

The Plaque commemorating the refurbishment and reopening of the hall has been put on the wall in the main entrance.

Dennis has done a press release for the hall.

Everyone agreed the Grand Opening was a fantastic success and well attended. Thanks to all who supported. The Committee thanked Antony Lamb for all his hard work in organising the event.

Updates from Sub-Committees.

#### 4. Finance

Wendy handed out the latest up to date accounts to everyone.

First payments made to Lamb Media who are running the website and other social media.

A new scissor mop has been purchased.

Five new tables have also been purchased.

Wendy reported that thus far we have received £426.00 from 'West Norfolk Wins' since it was started.

The last payment has been made to Nurse Builders for their refurbishment work.

#### 5. Maintenance

Bob remarked that we need to continue with the staining of the wooden cladding on the outside of the hall to keep it in good repair. He also remarked that the hedges need cutting again. The storeroom also needs repainting. Bob suggested another 'maintenance day' and a date of the 22nd of July was agreed by the committee.

#### 6. Bookings

A new regular hirer 'Zumba Gold' has started on the 15th May.

Yoga will be cancelled on the 23rd of May due to the European elections.

It was agreed that there should be no refunds given to regular hirers who cancel their bookings as they already receive a 10% discount. If they cannot commit regularly then they should book on a week-week basis.

#### 7. Events.

The next Village Market is the 18th May.

The next Indian Curry Night is proposed for September with a date TBC.

Quiz Nights have been proposed with either Will or Antony doing the quiz or possibly Wendy Callow if she is interested. Enquiries to be made. Wendy suggested a hog roast during the quiz nights. If the notion comes to fruition dates will be confirmed in the near future. A 'Pop up Pub Night' has also been suggested in the future but nothing confirmed as of yet.

The Village Market in July has been cancelled due to an event at the hall. All regular stallholders will be informed by Antony.

Future Events - Village Market this Saturday (18th May) and Bingo Evening (29th May)

AOB.

Andrew Lamb from Lamb Media handed out to everyone their new e-mail addresses with log-in details so they no longer have to use their personal ones. Andrew has also set up and updated the new Village Hall website.

Wendy commented to Andrew how good the Newsletter was and everyone thanked him for his hard work.

From now on the minutes for the meeting will be forwarded to Andrew along with the meeting Agenda for circulation.

Andrew will also send out a reminder a week before any upcoming meetings.

Will reminded the committee that we are still looking for another member of the Parish Council to join the committee. Enquiries to be made for a suitable candidate.

Will handed around some new solar lights which will be fitted onto the side of the hall.

Wendy reminded the committee that the new Parish newsletter is due out in July. Andrew to send out info for events and news to Rachel.

In future Wendy will receive a copy of any hire agreements.

Sarah enquired as to whether there were any possibilities of procuring future grants for any further work that needs doing to the hall i.e. outside projects. Dennis to follow up and report back at the next meeting.

Date of the next meeting:

Thursday 20th June 2019 at 7pm.

Meeting concluded 20:05.