

North Wootton Village Hall Committee Meeting Minutes

Location: North Wootton Village Hall

Date: Thursday 22nd August 2019 Time: 19:20

Attendees: Dennis Blackmore-Chair, Neil Pearce-Secretary, Sarah Simmonds-Booking Clerk, Wendy Border-Finance, Antony Lamb-Events Will Border, Colin Smith, Kier Hughes, Barry Watkins, Doreen Taylor, Bob Angell.

1. Apologies- Bridget, Donna, John

2. Approval of minutes from previous meeting held on 24th July 2019

3. Matters arising- We are now taking regular meter readings and will continue to monitor to see what savings are being made on utility bills. We also need to change the address that our water bill is sent to as it is still registered at Spring Cottage (Doctors Surgery) The electric provider contract is also up for renewal so the committee will look into alternative providers.

More gravel is on order from Nurse Builders.

Bob suggested we remove/replace the boundary fence as this is incorrectly positioned and taking up excessive space. It was agreed however that we need some sort of a barrier to distinguish the grounds of the hall from the public footpath that runs alongside. Will to check with the Highways Dept as to where our boundary is exactly.

Wendy had a quote for a new electrical box priced at £1,600 plus VAT. Dennis said that some grants may cover this cost and read out some information for small grants that do not need match funding as with some other larger grants. He stated we need to collate several quotes before moving forward with this and other work that needs doing.

Updates from Sub-Committees.

4. Finance

Wendy handed out the latest accounts.

A replacement toilet seat has been purchased and fitted.

We have received £45.00 from 'West Norfolk Wins' but all agreed whilst this is gratefully received we need to advertise this more to encourage more people to purchase tickets and nominate the hall. In total YTD we have received £370.00 from ticket sales which is encouraging but could still be better.

Wendy stated that finances continue to look healthy with upcoming events hopefully boosting the coffers further.

5. Maintenance

Bob suggested we need to organise more regular maintenance days as there is still much to do, including more painting inside/out of the building, gravel to be spread and hedges to be trimmed.

Bob stated that the recent party were impressed with the ongoing improvements to the hall.

The next maintenance day is planned for 12/09/19 at 09:00 start.

6. Bookings

Sarah reported that bookings remain steady. Several new enquiries including a mother and toddlers group will hopefully lead to further regular.

Sarah suggested that we should perhaps change the day that Jetreach clean the hall to a Thursday/Friday so that the hall is clean and tidy ready for weekend events/hirers.

There have been issues with the dog training class hirers leaving the floor untidy with fur, but Wendy has contacted them and asked them to sweep the floor at the end of their slot which they have agreed to do.

7. Events.

Friday 13th September we will host a Quiz Night with food being supplied via Wootton Fish Bar. Wendy Callow is willing to do the quiz if we require.

The tickets for the curry night are selling well as usual. All are advised to book early if they wish to come. There will be a bar for this event.

It was agreed to start collecting items for the Christmas raffle and to organise and pre-order this year's Christmas trees. The trees need to be advertised better this year so that we make the maximum profit. It was agreed to advertise these at the upcoming Village Markets.

AOB.

The Chairman asked if anyone who cannot attend the meetings if they could contact the Secretary with apologies please.

Date of the next meeting:

10th October 2019 at 19:00.

Meeting concluded 20:10.