

# North Wootton Village Hall Committee Meeting

## Minutes

Location: North Wootton Village Hall

Date: Thursday 11th October 2019

Time: 19:00

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, Sammy.
2. Approval of minutes from previous meeting held on 22nd August 2019
3. Matters arising-

The Committee welcome new member Will Hicks.

Water Bill-Will provided a spread sheet with meter readings. The committee has agreed to continue to read the meter monthly and monitor.

We are awaiting another delivery of gravel from Nurse Builders, Wendy to follow up.

Report on the drain issue at the front of the hall. Will has met with the Highways Dept and they have agreed the rain is not going to the drain as it should. They have agreed to put it on their list of routine maintenance. No date for repair confirmed as of yet.

Boundary near the Public Footpath-The edge of this is also Highways Dept responsibility. We are looking into ways of putting some sort of barrier here so that we can gravel to the edge to possibly increase or create some parking space. There are several possibilities, which include getting a raising a Parish Council grant (NCC grant). Committee to take away various options and to update for the next meeting.

Wendy and Bob both provided quotes for the upgrade of the electrical box. After discussion it was suggested by Dennis the Bob update on which quote to go with and update for the next meeting.

Wendy confirmed that Jet reach cleaners are now back to cleaning on a Wednesday as the dog classes are no longer being held on this day.

Updates from Sub-Committees.

#### 4. Finance

Wendy handed out the latest accounts.

We are waiting for the latest West Norfolk Wins funds raised and will update for the next meeting.

Wendy explained that the Inspection of the fire equipment was not paid for last year. Wendy to chase up.

Generally finances are looking healthy overall although Weightwatchers have given notice to quit.

#### 5. Maintenance

Bob said that the previous Maintenance day held since the last meeting was successful and thanked all those who helped.

The exterior of the hall has all been given another coat of paint except the rear part of the building.

Bob pointed out the interior paintwork continues to degenerate with paint chipping off easily in numerous places. He expressed this was not done correctly in the first place and suggested that we get a quote in to have it repainted correctly or that we could perhaps do it ourselves to save money. It was agreed by the committee that we shall undertake the work ourselves in stages. Wendy said she will look into procuring more paint for the work.

There are various other jobs that need completing and the forthcoming Maintenance day this Saturday 12/10/19 will hopefully complete as many as possible.

Sarah asked if we could look into the hot water flow as the pressure is low. Bob suggested we could get a quote to have this fixed and possibly add to any future grant applications.

Wendy pointed out that the cupboards need clearing out and tidying. Maybe also we could install racking inside for better storage? Wendy agreed to do on the forthcoming maintenance day and Will said he would also put up the new white board on which we can add future jobs to do.

#### 6. Events.

Antony said it has been a busy two months during which we have had two Bingo evenings, a Quiz Night (which was a great success), two Village Markets and an Indian Night.

Antony explained that we do not have a sufficient number of chairs for big events and those that we do have are in generally poor repair. He provided a quote for 100 new chairs at a cost of £1,679. We look into purchasing these as soon as possible.

We have three Indian Curry Nights and three Quiz Nights provisionally booked for next year. We also have a Pop Up Indian tea afternoon booked for the 16th May 2020.

The next Village Market is on Saturday 19th October.

There was also a discussion on whether we should look into doing 'Flea Markets'. No decision on this was agreed but the committee will go away and look into the feasibility of holding these in the future.

Posters and leaflets for selling Christmas trees at the Christmas Fair and the Village Market in December will be available at the next Village Market. We will advertise on the website also. Prices will remain the same as last year.

## 7. Bookings

Sarah reported that we are still getting a good number of bookings for various events.

There is a potential booking for a Yoga class on a regular basis and Sarah will confirm for the next meeting.

We need more regular bookings and Dennis suggested that Andrew continues to advertise on push through our social media. We are particularly looking for bookings on a Tuesday/Wednesday evenings.

AOB.

Wendy pointed out that the electricity providers contract runs out in March 2020 and that we will look into quotes for alternative providers in the meantime.

The Committee agreed to have a Christmas gathering on Thursday 19th December after the committee meeting. Drinks and snacks to be provided.

Committee asked by Antony if donations of 'packets' can be donated for the next meeting please.

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

Date of the next meeting:

Thursday 14th November 2019 at 19:00.

Meeting concluded 20:30.