

North Wootton Village Hall Management Committee Meeting Minutes

Location: North Wootton Village Hall

Date: Thursday 20th August 2020

Attendees: Dennis Blackmore (Chairman) Neil Pearce (Secretary) Wendy Border (Finance/Bookings) Antony Lamb (Events) Sarah Simmonds, Will Border, Barry Watkins, Jason Harper.

Apologies: Bridget, Doreen, Keir, Bob, Colin, John.

1) The meeting opened with Dennis signing off the previous meeting minutes.

2) Matters arising: Dennis informed the committee that the new doorstops had been fitted.

Wendy informed the committee that we are still awaiting a payment from UK Power.

Will informed the committee that a proposal for a maintenance day to complete the storage area at the rear of the hall had been put forward. Sunday 6th of September was agreed upon as the best date to do this. Neil to send out a reminder nearer the time.

Will informed the committee that the VH risk assessment in regards to Covid restrictions is now in place and up and running.

3) Updates from Sub Committees.

Finance: Wendy handed out a copy to all members in attendance of the latest financial report. She explained due to the present situation things have obviously been quiet. There has been the

regular payment of bills and some enquiries of future usage of the hall from potential hirers. Wendy explained that the Parish Council are not presently holding their meetings in the hall and are conducting them via 'zoom calls'. Yoga classes are presently using the hall on a Thursday evening as there are no bingo evenings planned in for the immediate future. Wendy also explained that Weight-watchers are not planning to return to the hall at this moment in time for their meetings.

Maintenance: Nothing further to report other than the planned maintenance day scheduled for the 6th September.

Events: Antony explained that due to the covid outbreak numerous events, including the Spring Fair and the VE Day celebration had to be cancelled. The Norfolk Community Foundation Grant which would have been used to help fund the VE Day celebration will be carried over to the following year which is good news. We have had just the one VH Market since lockdown restrictions were lifted slightly and although it was on a reduced scale it was still well attended and supported which is heartening for the future.

The date for the Christmas Fayre is yet to be confirmed but Antony explained that those stalls that were booked in for the Spring Fayre will be offered first refusal for pitches. If the fayre does not go ahead for whatever reason it was agreed by the committee that we will again sell Christmas trees but limit them to just 50 this time around. We have a Quiz booked for the 7th of November and a Indian Curry Night for 31st October. It is hoped that these can still go ahead but obviously with social distancing in place.

Bookings: Wendy explained she has had to refund a booking for a party due to the restrictions of late. There have been some enquiries from various people for use of the hall for meetings but no confirmed bookings. There has been an enquiry for a booking for a 'Hog Roast' but again no confirmation as of yet.

4) AOB: Jason proposed that we apply for an alcohol licence for the premises on a permanent basis rather than for individual

events basis as this would save money in the long run and allow us to sell alcohol and our events, Fayres etc. He explained that we would need to have a designated premises supervisor. Jason has offered to take on the role as a 'personal licence holder' also. The committee voted for Jason to take on this role. Notices will need to put up on the boards to inform the public of a change of licence to give the opportunity for anyone to object if they so wish to.

A date for the next meeting was agreed for the 22/10/20 at 7pm

Meeting closed at 19:35.