

North Wootton Village Hall Management Committee

Meeting Thursday 8th August 2024

Apologies: Doreen, John & Pauline, Bob & Jason.

Attendees: Dennis Blackmore (Chairman), Neil Pearce (Secretary), Wendy Border (Treasurer & Bookings), Will Border, Antony Lamb, Bridget Nurse, Kip Baker, Colin Smith & Rachel Williamson.

Agenda

1) Approval of previous meeting minutes 23rd May 2024

The minutes of the previous meeting were approved by the committee and signed by the chairman (Dennis).

2) Matters Arising

Dennis thanked Will & Bob on behalf of the committee for erecting the new notice board at the previous VH market.

3) Finance

Wendy handed out the expenditure sheet for the previous period. Once more it was reported that the finances are looking very healthy. This was helped by the usual hirers, Bingo evenings, book sales, donations and other events.

Wendy stated that we have already taken some bookings for 2025.

Wendy had also put in a request for the committee to consider the purchase of new mugs for the kitchen. Antony had already sourced two suppliers both of whom could supply the VH with 100 mugs with the VH logo and wording. It was decided after consultation and a unanimous vote from the committee members present to agree to one of the quotes. Antony will place the order for 100 white mugs with accompanying logos at a cost of £330.

4) Maintenance

In Bob's absence Neil confirmed that there were no maintenance updates of any importance. At this point in the meeting Wendy and Bridget raised the issue of the awarding of the contract to refurbish the village hall floor to Bourne Carpets & Flooring following their price quotation submitted on 25th March 2024. A quotation submitted by Featherby Flooring Ltd on 19th June and communicated to Dennis and Bob on 5th August was at a lower cost. There followed a very lively debate regarding the actual awarding of the contract, the relative merits of the companies and their quotes, the relevance of the timescales involved and the opinions of the

various committee members who had been involved. It was also noted that in the period since Bourne Carpets & Flooring had submitted their quote Dean Featherby had, of his own volition and without expectation of payment, repaired the supports to the right- and left-hand corners of the floor nearest the rear exit. This action rendered Bourne's quote inaccurate since this work was included in it. After a further period of difficult debate the committee agreed unanimously that Bob request a re-quote from Bourne so that both quotations could be considered and voted upon at the next meeting.

Bridget further reported that she would be meeting with Owen Roofing on the following day to have them advise on the remedial work required on the village hall roof and to provide a price quotation for the work. Not unlike the flooring project, the issue of the roof has involved various local companies and committee members over a considerable period. The committee agreed that it is a challenge to fulfil the requirement of acquiring three comparative quotes from separate companies to carry out work on the Hall's behalf. We will endeavour to decide who carries out the work on the roof at the next meeting.

Will informed the committee that he has applied for a grant from 'Volunteer it Yourself', which is an organisation that takes out projects in Norfolk. Will suggested if the application is successful that maybe we could get the outside of the hall repainted and have a second storage unit built. This will all be at no cost to the VH. Will to update at the next meeting.

5) Events

Antony reported that the VH had a stall at the recent 'Picnic in the Park' event and a fun day was had by all who participated. A healthy £75 was also raised.

Antony stated that £200 was raised at the previous VH market on the 20th July. He reminded the committee that our next market takes place on Saturday 17th August and any help setting up on the Friday beforehand would be greatly appreciated.

We also have the 'Coriander & Lime' evening this coming Saturday (10th August). A 'Turkish Night' is planned for the 26th October.

New tables have arrived and we now have 20 6ft, 10 4ft and 10 3ft tables which is more than adequate for the needs of the hall when hosting events/markets.

Antony suggested that as we are starting the organisational build up to the Christmas Fair that it may be more beneficial if any donations for the Christmas raffle, i.e. Bottles, jars, boxes, gifts etc, be brought along to the regular monthly market. Several stallholders have offered to donate some of their wares/produce also. Sarah has once again agreed to run the Tombola stall.

Antony asked the committee as to whether it would be possible to purchase a new gazebo for outside stallholder use. He has sourced a supplier who can provide one for £800. This includes extras such as the weights needed to secure it in place. This was discussed by the committee and a unanimous vote was cast by the attending members to go ahead with this purchase.

Antony said that we will again be selling Christmas trees at the fair on a sale or return basis with Belford's Garden Centre to minimize costs.

Looking forward to next year Antony has orchestrated the securing of a grant worth £3,000 to put towards a VE 80th Anniversary event to be held on Saturday 10th May 2025. The actual date of the anniversary is the 8th of May but it makes sense to hold it on the weekend (Saturday 10th May) for maximum attendance by the general public. Unfortunately the 75th Anniversary event planned back in 2020 had to be cancelled because of Covid, so the VH would like to commemorate it this time around. These type of events that we have held in recent years have proved highly popular with people and there is every reason to suppose that this will also prove to be the case this time around. It was suggested by Dennis (Chairman) that a 1940's theme would be appropriate, with perhaps members of the committee and public encouraged to dress in fashions/uniforms of the day. All agreed this would be a good idea. Antony also suggested a VE Day themed 'Scarecrow Trail' around the village would be a good way of encouraging the public to join in the spirit of the event. We organised a similar trail for the King's Coronation and this proved to be very popular and much enjoyed by those who participated in making the scarecrows and by those coming out to view them.

Antony explained that because the actual date of VE Day Thursday (8th May) is being marked around the country, we too will be commemorating this by having a flag raised at 9am on the day, along with a beacon lighting ceremony and a bugler at 9:30pm on the same day.

It was also suggested that we should approach 'The Pizza Slice Guy', a fish & chip van to attend and also to open our bar in the VH to encourage further attendance at the event. All agreed this would be beneficial.

6) Bookings

Wendy stated bookings remain as healthy as ever with regular hirers and numerous events and parties, with unsurprisingly weekends proving popular for one-off event hirers.

As mentioned in the financial report we have already secured several bookings for 2025, which proves that the VH remains as popular as ever for hosting parties and celebrations alongside regular hirers and groups.

7) A.O.B

Neil reminded the committee that we are now due our AGM which we are legally obliged to organise and also to allow the general public the opportunity to attend and comment or question the committee on any matters they wish to raise. It was also noted that we need to advertise this more widely through our notice board, Facebook and our website so that people are more aware that it is taking place.

It was raised by Dennis and other members of the committee that we are slightly lacking in numbers and need to recruit further volunteers to help. It was noted that we have a few members who have lapsed in their interest/attendance of late and we need to ascertain as to whether they still wish to remain on board. It was suggested that perhaps we should advertise through mediums such as the parish magazine/notice boards and social media via Facebook and the VH website. Dennis agreed to provide the wording to Antony & Jason. It was also agreed that we should use Saturday's market to canvass interested parties.

No other business was discussed.

Please note that the date of the AGM followed by September's monthly meeting is Monday 2nd September 2024 at 7pm, and not Thursday 19th September as suggested at the meeting.

The AGM will take place first, followed by the regular committee meeting.

Meeting concluded at 20:20.