

**Minutes of Wreningham Village Hall Committee Meeting  
Tuesday 21st November 2017**

**Chair: Michael Hill    Treasurer: Graham Cormack    Secretary: Ian Holloway**

**Members present:**

Michael Hill, Hughie Glaves, Maxine Wadlow, Graham Cormack, Jon Moon, Jill Hustler

**1.Apologies:**

Bil Billham, Ian Holloway

**2.Declarations of interest:**

None

**3.Minutes of last meeting, Sunday 5th November:**

The minutes were agreed.

**4.Matters arising:**

The pool table will be collected on Friday 24th November.

**5.Correspondences:**

None

**6. Events & bookings:**

| <b>EVENTS 2017/2018</b> | <b>DATE</b>                           |
|-------------------------|---------------------------------------|
| Christmas Market        | Thursday 7 December                   |
| Christmas Party         | Friday 15 December                    |
| Christmas Draw          | Friday 22 December                    |
| Safari Supper (TBC)     | Saturday 3 February 2018              |
| Race Night              | Friday 16 Feb or Friday 16 March 2018 |
| Quiz Night              | Friday 16 Feb or Friday 16 March 2018 |

**Christmas Market:**

Around £170 will be raised from stall holder fees. We will also run a raffle and a burger stall. Setting up in the hall to start at 4.00 pm.

**Christmas Party:**

There are 79 definite bookings to date. JM will book a further 2 tables. JM & JH will be meeting with the caterers next week.

**Christmas opening:**

Sunday 24 December 6pm to 10pm

Sunday 31 December 8.00pm to 12.00am

**ACTIONS:**

- **JM arrange dates for quiz and race nights with Harvey Day**
- **MW investigate catering for race night – buffet, hog roast**

The Committee is very pleased that a new parent & toddler group will be starting up in the hall. The Parish Council has allocated £500 from the CIL money to help with start up costs. It was agreed to offer the first two sessions free of charge. The usual rate of £7.50 per hour will apply thereafter, for 2 hrs initially. Once the group is established, the booking will need to cover set up and clear up times as well as the 2 hr session.

**7. Publicity:**

BB has circulated a draft design for an outdoor sign and is awaiting feedback from trustees. We also need to consider where to place the sign and how to illuminate it. Once the design is agreed, we can get some costings.

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### **8. Bar arrangements:**

The new keys are in use, 2 more are needed for the outside bar door.

### **9. Hall maintenance:**

Paul A will repair the tap in the bar.

HG has ordered rubbish bags.

The post box has been delivered. It will be fixed on the west wall near the kitchen. Once it is in situ, with the plaque, we will arrange a gathering at the hall.

JM has fitted a gate at the side of the stage & tables will be put across the front of the stage on family and fish & chip nights. So far, this has been working reasonably well in discouraging access to the stage. The tables can be put out on the preceding Thursday night, as appropriate.

### **10. Finance:**

GC presented the monthly financial statement.

The bank balance is healthy and we have funds to start the improvements to the MP Room. JM will book in the windows & patio doors for February 2018.

### **ACTIONS:**

- **JM book in window & patio door fitting**
- **IH submit bid to Parish Council for CIL money**

A review of staff pay is underway and GC will be writing to staff to confirm arrangements.

### **11. Parish Council:**

Planning permission has been granted for a stable base in the field next to the hall. The owner is also required to put down hardcore in the entrance area.

MH will be providing feedback to SNC regarding the social benefits of the improved Wifi setup. For example; live streaming at Zumba events and classes, it is more reliable for taking card payments, hires / customers can login easily.

### **13. AOB:**

Fireworks night was very successful. It has become a big event in the village, attracting large numbers of people from the local area. We need to plan ahead for Fireworks 2018 and review matters such as storage of the fireworks leading up to the event. We also need to agree and confirm a suitable venue in good time, being mindful of neighbours.

At the next meeting we need to agree, as far as possible, a calendar of events for 2018.

**Date of next meeting: Tuesday January 16<sup>th</sup>, 7.30pm**