

**Minutes of Wreningham Village Hall Committee Meeting
Tuesday 13th February 2018**

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

Members present:

Michael Hill, Hughie Graves, Maxine Wadlow, Jon Moon, Jill Hustler, Bil Billham,

1.Apologies:

Graham Cormack, Ian Holloway

2.Declarations of interest:

Jon Moon declared an interest in the quotation for new doors/windows in the MP Room, under item 9. Hall Maintenance

3.Minutes of last meeting, Tuesday 16th January:

The minutes were agreed.

4.Matters arising:

The clean up in the main hall, kitchen & storeroom has been done.

For safety reasons, several 'no entry' notices have been displayed on the stage and kitchen doors.

Leaflets detailing upcoming events have been distributed around the village and we have an advertising sleeve for Pie Nights to go on the board at the crossroads.

There will be a quiz on Saturday 30th June (Beer Festival) instead of a band.

HG will look for volunteers to organise Safari Supper in September.

The plaque for Patrick Maidment will be available for collection this week. We will unveil the plaque and postbox after the carvery on 4th March.

The CIL bid is still outstanding – BB to action.

JH has emailed the school requesting that parents do not park on/near the concrete standing by the kitchen door on fish and chip nights as it blocks the space that the van needs.

5.Correspondences:

As a charity, we may be eligible to enrol with Amazon Smile. Amazon donates 0.5% of the net purchase price of eligible items to the charitable organisation chosen by the customer.

ACTIONS:

- **GC investigate enrolment with Amazon Smile**

6. Events & bookings:

The parent and toddler group is due to start on Friday 23rd February.

There is an archaeology talk in the main hall on Friday 16th February covering the Bird in Hand finds and community test pitting.

MH will register with SNC for the village tidy up in April.

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OUTLINE DIARY OF EVENTS 2018 – some dates to be confirmed. In addition to the events below, Family & Fish & Chip Nights will continue on first and second Fridays respectively.

EVENTS 2018	DATE
Carvery	Sunday 4 February
Pie Night	Friday 23 February, 7.30 pm
Carvery	Sunday 4 March
Carvery	Sunday 1 April
Village Tidy Up	Sunday 8 April, 2.00pm
Race Night	Saturday 5 May
Carvery	Sunday 3 June
Beer Festival	Thursday 28 June to Sunday 1 July
Quiz Night / Beer Festival	Saturday 30 June
Carvery	Sunday 1 July
Safari Supper	Saturday 22 or 29 September
Curry Night	Friday 19 October, 7.30pm
Fireworks	Saturday 3 November
Carvery & AGM	Sunday 4 November (AGM 3.00pm)
Christmas Party / Dinner	Saturday 15 December
Christmas Draw	Friday 21 December
NYE Party – MP Room	Monday 31 December

Race Night – Saturday 5th May

We have several sponsors for the races – Anglia Elite, Suzuki, Goff x 3, Mulberry Nursery, J Moon & Specialist Building Supplies. We need 2 more – it costs £15 to sponsor a race. The entry fee is £8, including food (hot meat roll with potatoes).

In addition to placing bets, ‘punters’ can buy horses for £5 to get a share of the winnings of successful horses.

Two of the races will be auctioned on the night so we won’t be aiming to sell those horses in advance.

ACTIONS:

- **JH/JM organise tickets to start selling asap**
- **Put up posters as widely as possible in the village & surrounding area**
- **MH create a contacts list on the Witch & Wren email account using the information we have from loyalty card applications to start it off.**

Family Nights.

There has been some feedback from the decision to delay opening the MP Room on family nights until 8.00pm. It was agreed that the best way forward is to have an informal meeting so that all parties can put their views and find a way forward.

ACTIONS:

- **GC/JM facilitate meeting as early as possible**

New Year’s Eve 2018/19

The booking is confirmed for £160 - an increase on last year which will help cover bar costs.

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7. Publicity:

BB has an initial quote of £265 incl VAT for a pub style sign, double sided with a hanging bracket. We will need to fix a light near it – illuminated signs are beyond our budget. BB will get some more quotes – up to £300 was agreed and authorised. The Bird in Hand has agreed to pay the usual charge for their Mardle advertisement. MH will be writing to Spratts – it is acknowledged that we benefit from use of their land for over spill parking on occasions.

8. Bar arrangements:

The bar rota is in hand and working well.

9.Hall maintenance:

MH expressed thanks to all who turned up to help on the cleaning up days, and especially to Mark for his hard work levelling the car park.

GC will be raising a purchase order in respect of the fire systems testing.

Laying of the concrete pad at the front of the car park will be priced up and planned for the summer holiday this year.

The doors & windows, with integral blinds, have been agreed for the MP Room. JM will organise installation

BB provided samples and outline quotes for “Quick Step “hard flooring in the MP Room – around £1600 with underlay and if we lay it ourselves. The improvement plan for the MP Room and main hall needs further consideration and is ongoing.

ACTIONS:

- **BB get further quotes for flooring in MP Room**
- **JM organise installation of doors and windows**
- **GC raise purchase order for fire systems testing**
- **JM & HG establish requirement and costs for concrete pad in car park**

10.Finance:

GC has circulated the monthly financial report by email. There is a very small deficit on the month (January), largely due to big orders over Christmas and the purchase of a new ice machine.

We must now be close to having a clear unit cost analysis, which will enable us to work out the net costs for individual events and hires.

11.Parish Council:

MH recently had to intervene to prevent the digging up of an area in the car park for a utilities connection to the adjacent land. Permission to do this had not been sought or given.

MH is looking into setting up a pot of money to provide targeted help for vulnerable parishioners.

13.AOB:

None

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Date of next meeting: Tuesday 20 March, 7.30pm