

**Minutes of Wreningham Village Hall Committee Meeting
Tuesday 15th January 2019**

Chair: Ian Holloway Treasurer: Graham Cormack Secretary: Maxine Wadlow

Present:

Jon Moon, Ian Holloway, Maxine Wadlow, Jill Hustler, John Knight, Jack Francis, Tony Wright, Hugh Glaves

David Kirk, Jo Lattimore

1.Apologies:

Graham Cormack

2.Declarations of interest:

None

3.Minutes of last meeting, Tuesday 2nd December 2018:

The minutes were agreed.

4.Matters arising:

The table tennis and air hockey are being used on Family Nights.
New contact details are ready to put up on the notice board.

5.Correspondence:

An email regarding premises has been received from Michael Hill.

6. Friends of Wreningham School – Summer Fete.

Jo Lattimore gave an outline of their plans for an ambitious summer fete to raise much needed funds for the school – Saturday 29th June. The village hall is booked and the Parish Council has given permission for use of the playing field. WVHC will offer support as plans develop and we know what is most helpful. For example, there may be a need for gazebos, BBQ, a bar.

7. The Mardle & printing costs

David Kirk would welcome any feedback on the new Mardle format, which he hopes to develop further. There is room for more content from the WVHC and DK will be introducing a notice board page for short news items/information around the village hall and its activities. In order to meet printing deadlines, DK would appreciate a swift response when he sends out the draft magazine for approval.

DK presented detailed information and costs for a replacement printer, which would be quicker and have the option of using colour. It may be possible to secure some funding from the CIL budget for this.

ACTIONS:

- **Consult BB re: new printer**
- **Investigate CIL funding**
- **Consider suitable location to install the printer**

**Minutes of Wreningham Village Hall Committee Meeting
Tuesday 15th January 2019**

8. Security & closing up

CCTV cameras are ready to install. Closing up procedures were reviewed and agreed.

ACTIONS:

HG speak to AB re: CCTV & security light installation

9. Finance

IH will contact GC re: the acquisition of CIL money for completed works – the original receipts from suppliers are needed.

ACTIONS:

- **IH contact GC**

10. Events & bookings:

Family & Fish & Chip Nights will continue on first and second Fridays respectively. Carvery on the first Sunday of the month.

EVENTS 2019	DATE
Pie Night	Friday 15 th February, 7.30pm
Wine tasting	March - tbc
Safari Supper	Saturday 18 th May, 6.30pm
Beer Festival	End June/start July - tbc
Curry Night	Friday 18 th October, 7.30pm
Fireworks	Saturday 2 nd November
Christmas Party	Saturday 14 th December
Christmas Draw	Friday 20 th December

ACTIONS:

- **MW supply information for The Mardle**

10. Bar arrangements:

JK has been looking at supply costs and will apply the established formula in order to complete new price lists. Some supply costs have increased substantially. It was also noted that we no longer receive income from membership or loyalty cards. Wages are also due to increase from 1st April.

JK & JF will be attending a cellar management course on 5th February.

Pipe cleaning routines are in place and working well.

JK is negotiating with Peter Graham wines re: supply and putting on a wine tasting event.

The new bottle fridge is installed.

It was agreed that we will purchase a new amplifier for the sound system.

JH & MW have been researching hire charges at various village halls and will meet this week to finalise suggestions for WVH price review.

ACTIONS:

- **IH confirm with BB the make/model of amplifier we require and place order**
- **JH/MW complete review of hire prices**
- **JK complete review of bar prices**

**Minutes of Wreningham Village Hall Committee Meeting
Tuesday 15th January 2019**

11.Hall maintenance:

The maintenance work on fire systems is scheduled for Wednesday 6th February, cost around £800.

JM has received quotes for work on the ceiling in the main hall:

£3759 for just the tiles.

£6370 for the tiles and metal grid

In addition, we would need to remove and replace the electrical fittings ourselves.

We need to think about spending plans and priorities for the year ahead

The large Christmas decorations need a storage space – IH will store them at home for now.

ACTIONS:

- **HG make a start on list of spending priorities**
- **IH remove decorations**

13.Parish Council:

The next Parish Council meeting is on Tuesday 12th March 2019.

14.AOB:

We need one more key for the side entrance.

Date of next meeting: Tuesday 12th February , 7.30pm