

Minutes of Village Hall Committee Meeting

Tuesday 13 February 2024 at 7pm

Present: John Knight (Chair), Janet Richardson (Trustee), David Tinsley (Trustee), Andrea Tancred (Trustee), Jennie Schamp (Trustee), Jon Carpenter (Committee Member), Sue & Mick Ryder (Mardle), Heather Bond (Minutes), Sue Knight

Apologies: Ian Holloway, Nick Pink

1 – Minutes of Meeting held on 16 January 2024

The minutes were agreed by all present.

2 – Matters arising/action updates

Cathy & Mason have resigned their Hallmaster bookings duties from today. Jenny & Andrea kindly offered to take it on. Ian Holloway is stepping away from the role of Treasurer but he is happy to fulfil part of the Secretarial role.

3 – New Committee Roles and responsibilities to confirm

Hallmaster: Thanks to Cathy & Mason for setting up Hallmaster. It was agreed to look into PayPal, which would remove the manual system at a cost of £28. Stripe is an alternative system. John will continue issuing the monthly lockbox codes to all hirers and take day to day phone calls. The "Resident" boundary for hall charges was agreed to be the Parish Boundary. Mick Ryder would like administration access to the Hallmaster system. David will continue to book events such as bar nights. John, Andrea and Jennie will be available to meet potential hirers - Janet offered to help too.

Treasurer: Jon Carpenter has offered to take on the Treasurer's role. Sue Knight is happy to take on invoicing until Jon is au fait with the role.

4 – Hire rate update & discussion/feedback/boundaries for charging/toddler group

David advised Shirley (60's dances) & Sandra (Country & Western dances) rates would not increase only if they paid in advance for the rest of the year. It was agreed to carry on with the previously agreed Committee arrangement that they should pay their current rates until 01/01/2025. It was agreed to offer Katie (Toddler Group) the same agreement as both Shirley and Sandra (i.e. prices held until 01/01/2025).

5 – Treasurer's Report

Jon was thanked for taking over as Treasurer. He will meet with Ian and John for a handover and to finalise last year's annual accounts. Sue Ryder would like an updated list of roles for the website.

6 – 2024 Events Calendar to agree

Saturday 2nd March Pie Night - bring and share night

Friday 22 March Easter family bingo - Person running the event charges £3 a book, 5 pages per book. Easter eggs for prizes. Doors open 5.30 start at 6pm. Bring your own food. Agreed £5 a book.

6 April Pudding Night

11 May Nostalgia Night - families welcome - earlier start time

15 June School Fete - hall needed until say 4pm for back up if the weather's bad.

16 June Open Gardens - bring and share afterwards for those who have opened their gardens. Bar opening times 12 onwards, teas and coffees from 10. A booklet is being made about the gardens and that will be the ticket. £6 per person, under 12s free. Dogs on short leads allowed.

19 July Cheese and Wine - bring and share

16 August Tapas Evening - bring and share

28 September Tray Bake - bring and share

26 October Hotpot - bring and share

Tuesday 5 November Fireworks event with baked potatoes - 5.30pm

Sabrina and Steve Davey have expressed an interest in holding events at Wreningham.

7 – Mardle Report

The usual issues of too much content and late contributions. Mick has loaded 255 old copies of the Mardle on to the website. Pat Tinsley has volunteered to deliver 42 copies of the Mardle to Wymondham Road, as the church is no longer delivering.

8 – Website Report

Although the website kept running, admin access was not working for a couple of weeks. It seemed to be a resource limit problem. VHC Minutes will be loaded as soon as they are available. An updated copy of the terms and conditions document is needed to go on the website. Sue & Mick have asked Barry Jarvis for a 'sandbox' to make changes to the website without the risk of messing up the live system. A procedures document is being prepared for website content management. We have ownership of the business in Google, so Google Maps is now using wreninghamvhsocial. The Charity commission data needs updating to avoid charges for google map usage, by registering the website as a charity with Google.

9 – Kitchen Update and final specification

It was agreed to instruct Wren to fit the new kitchen, but to wait til after we hear the outcome from the grant (21 April). Janet & David will present the kitchen proposal at the PC Meeting on 12th March. If the Parish Council pays the bill we can save 20 percent VAT.

10 – Maintenance Update

Nick is in contact with a local roofer about the leak. The rail in the car park has been repaired and a disabled sign ordered. Two solar lights ordered for the two end rails.

11 – Bar Update

Bar takings £3,400 in January. The glass washer is not working properly - like for like replacement would be £1,500. Greene King has promised to supply new glasses.

12 – School/Parish Update

Farthings meeting 28 February at the Witch & Wren. The Parish Council has opposed Devlin's planning application. PC Smith coming to talk to the Parish Council. The Street will be closed 20-22 February. The village sign on B1113 is broken. A new dog bin on Church Road will be installed when the village sign is replaced near the Bird in Hand. Mill Lane hedge has been cut back and the ditch cleared.

The school has received two quotes for replacement windows and is waiting for a third quote. To register as a charity you have to raise £5,000. R C Snelling of Blofield is a charitable trust and offers grants. Through the Easy Fundraising app, the school gets a donation whenever you shop.

13 – AOB – Grant Application, Chrissie, dogs, planning application

Chrissie is giving up cleaning in September. She would like to reduce her hours before then and Keith O'Neil has offered to take it on. Dangerous and aggressive dogs have been attacking people - incidents should be reported to the Police. A planning application has been received from Dennis Bilham to erect a cart shed for a caravan.

14 – Date of next meeting – 19 March 2024 at 7pm

The meeting ended at 10pm.