Minutes of Village Hall Committee Meeting
Tuesday 21 May 7.30pm

Present: John Knight (Chair and Trustee), Janet Richardson (Trustee), Jennie Schamp (Trustee), Andrea Tancred (Trustee), Jon Carpenter (Treasurer), Heather Bond (Minutes)

Apologies: Nick Pink

1 Minutes of the Meeting held on 10 April 2024
The minutes were agreed as correct.

2. Matters Arising
Jon hasn't got access yet to the Barclays account. Ian has said he would like to handover the accounts by the middle of June meeting and finalise last year's accounts.

3. Lottery Grant - Photos and actions required
Sue & Mick have advertised the grant on the website and the photo will be added. Jennie will contact Wymondham & Attleborough Mercury. Photos need to be taken as work progresses. Delivery of kitchen expected 12 June, stored in the Witch & Wren, with installation starting on 17 June. Coffee morning in June cancelled. Jennie will order the crockery. The kitchen needs to be cleared the weekend before work starts.

4. Treasurer's Report and handover position
John wrote to Ian requesting all financial details of last year's accounts are brought up to date, audited and signed off asap. The current year's accounts are up to date and available to the committee. Ian needs to engage with Jon Carpenter to handover everything asap.

5. Maintenance
The Parish Council has agreed to pay for chains for the planter outside the Village Hall.
John will buy the new cleaner for the village hall and claim back from Ian.

6. Events rescheduling
Nostalgia 28 September
Tray Bake and Hot Pot 26 October
Open Gardens: On the Friday before, when Janet drops off a gnome for each garden, she will give the garden hosts a ticket for a first free drink.
Jon Carpenter offered to help with the school fete on 15 June.

7. Parish Council/School update
Farthings application has been submitted to planning and will go to committee in August. Christine Minns spoke about the fuel trust, offering financial support to needy parishioners.
The Hethel Engineering roundabout is to go ahead.
15 June: John has volunteered to do the bbq for the school with Keith's help, using the village hall bbq. Bouncy castle, splat the rat game, paints ordered. Spratt's car park & possibly another one will be available. Andrea is contacting businesses for prizes. 80s night 7 June - Jon offered to help with the bar. Andrea is arranging integral blinds for the new windows, rather than curtains, except for the arch windows. The village hall committee has raised £275 from Bingo, and a further £114 for the school.

8. Mardle and Website update

Mardle: It was agreed to print in colour print this month and perhaps for a Christmas issue, otherwise black and white. 2 new requests for a digital version. Copy to Mick & Sue asap.
Website: Ongoing issues with the site failing. John will update events on Hallmaster. Mick and Sue are sent a copy of the minutes but asked for information about events asap.

9. Any other business

John will update the charity commission report as soon as the accounts are finalised. Janet will be removed and Jon, Jennie & Andrea added as Trustees.
Friday 1 November Church quiz - agreed to offer a free hire.
Fire escape - Jennie will meet with John Wilby to check everything for the risk assessment.

Dates of next meetings

Wednesday June 26 7.30
Monday 9am 17June to clear the kitchen
Wednesday 17 July 7.30
Wednesday 14 August 7.30
Wednesday 18 September 7.30
AGM in early November

The meeting ended at 9.20pm.