Minutes of Wreningham Village Hall Committee Meeting
Wednesday 14 August 2024 at 7.30pm

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

Apologies: Janet Richardson

1. Minutes of the meeting held on 17 July 2024
The minutes were agreed as correct.

2. Matters Arising

John was unaware of Barry's funeral date, otherwise he would have attended. We may have lost the potential booking on alternate Mondays. Chris Peachment is going to look at tiling snagging for the kitchen. The old crockery still to be claimed. Heather offered to deliver the Mardle to Ashwellthorpe Road.

3. Treasurer's position and IH Handover

Jon Carpenter emailed the committee the financial position to end of July and is still waiting for baking info from Barclays. Someone has expressed interest in the book keeping role, so John will put her in touch with Jon to discuss.

4. Mardle & Website update/Sue & Mick Ryder's email

A business in Fundenhall wants to advertise in the Mardle. It was suggested Sue & Mick offer them a one off price for digital advertising for one issue, or a flier. Agreed advert prices need increasing in December for the annual renewal. The village hall received a 5 star review on the website from a 60's event because of how good the acoustics are.

5. Maintenance update and Kitchen snagging

DPM Alarms & Fire is coming in to check the system. Kitchen snagging has been completed and Kirk has been paid, but some extras are needed.

6. 2024 AGM date and preparation

Agreed the AGM 7.30pm 6 November.

7. Bar update

It was agreed to redecorate behind the bar. The Ice machine and glass washer need replacing, on hygiene grounds. The Floor cleaner is still out of stock.

8. Parish/School update

Meeting last Friday to discuss the Farthings. The parish would like the footpath to be for public access rather than private. A proposal to widen Hethel Road is in discussion.
School: Replacement windows started on Monday and should be finished by next week. The stained glass window has been removed in tact and will be retained.

9. Any Other Business

Hallmaster: John will re-write the Hire Agreement to reflect future bookings.

First aid training: Emergency First Aid one day course (mainly CPR) £60 per person for a Certificate. Dates to be arranged.

The Fire Officer will send calculations on fire risk assessment. It was proposed that a document be sent out with the Hire Agreement, stating what to do in the event of a fire etc.

Firework night - Andrea will discuss with Hughie.

John Knight expressed his intention to resign as Chair of the committee at the AGM, but stated he intended to remain on the Committee as Bar Manager, if agreed.