Wreningham Village Hall Management Committee Meeting
Wednesday 25 March 2026

Present: Sue Pink (Chair), Nick Pink, Janet Richardson, Andrea Tancred, Natalie Griffiths, Philippa Townsend (minutes)
In attendance: Sue & Mick Ryder

1 Apologies for absence
Keith O'Neill, Heather Bond & Betty

2 Welcome to new committee members
Sue Pink welcomed Philippa who has taken over the role as bookings secretary from Jennie. The committee recorded a special thank you to Jennie for all her hard work over the last few years.

3 Minutes of last meeting
Minutes agreed from the 14th January.

4 Finance update
Expenditure has been reduced by 25% for the same 6 month period compared to last year. Bar takings slightly up whilst lettings are down. We received a donation.

5 Review of hire charge discounts for church and school
It was agreed that rates for the church, school and toddler group should increase to resident rate and Sue Pink will notify them.

6 Events
Easter Disco
Received £120 in ticket sales so far, and expect people will pay on the door. Janet and Natalie prepared the risk assessment: a poster will highlight that the parents are responsible for their children at the event.

Feet up Friday
Children are allowed in the hall, whilst the bar is an adults only area, and the kitchen will not be needed. It is hoped to hold this event once a month.

Spring trail walk
Sue highlighted that posters need to specify which charities are being supported. Rachael Long is coming and Janet is running the bar.

Scavenger Hunt - September
Janet has requested one member of staff from Keith.

October event
The beer festival has been cancelled. The Burger & Bingo night will be on 9th October and bar staff will be needed.

Open Gardens - 27 June 2027

7 Food hygiene inspection
We need to register, as will anyone else who regularly hires the village hall and prepares food or drink.

8 Martyn's Law
This is an anti-terrorism law which comes into force Spring 2027. We are low risk but need to have an evacuation/invacuation plan in case of a terrorism event, and can adapt the fire evacuation plan.

9 Parish Council Update
Solar Panels: Quotes received from Spartek and Greenscape Energy. Andrea to ask Impact for a third quote. Andrea met with local councillors regarding CAF funding. She will seek letters of support from hall users and from our MP, and is looking into grants. A 'gofundme' to be sent to village residents seeking donations towards the project. Summer BBQ could be used as a fundraising event.
Defibrillator Training: Monday 11th May
Roadworks: Hethel Road is shutting again June to September for the new roundabout, as is Bridge Road at Silfield Road shutting.
Planning application - Jon Moon.

10 Cleaner's duties
Julian comes between bookings and has been shown where areas need attention.

11 Noticeboards
Two new corkboards will be installed.

12 Any Other Business
Bookings: Natalie would like to create a video "walkaround" to assist with bookings.
Bar: We still need volunteer bar staff.

Next meeting Wednesday 29th April 2026 at 7.30pm at the Witch & Wren.