FLEGGBURGH VILLAGE HALL & PLAYING FIELD COMMITTEE *Serving Fleggburgh, Billockby & Clippesby* *Minutes of the meeting held in the Village Hall on Tuesday 13th January 2026*		
	VHC LEAD/ Action Required	Comp leted
Present: Jackie Payne (Chair), Janette Ely (Vice Chair), Louise Averre (Treasurer), Julie Osborne (Secretary), Ray Jennis, June Pratt, Marsha Birkett, Hannah Scoates Visitor: Stuart Duneclift (Filby Wanderers)		
1. Apologies: None		
2. Minutes of the meeting held on Tuesday 25th November 2025 and Extraordinary Meeting Monday 8th December 2025 were approved and signed by the Chairman and Secretary as a true account.		**Com**
3. Booking Officer's Report Hallmaster online Booking System – Standard Conditions of Hire, Information for Hirers, Booking Form already circulated to full committee were agreed. 2-week extension of free rollout had been secured. Bookings up until April are already on the system. HS and LA to discuss invoicing further. Agreed Post Office hiring remains free as a service to the Community. Tennis Club hire fees to remain unchanged. Discussed cancellation terms of one-off hires and agreed deposits not refunded for cancellation within 0 – 14 days but offer of rebooking, within 15 – 31 days 50% deposit returned. £100 deposit children's parties, £150 for adult parties, £200 over 100 people party style – unanimously agreed. Lost keys - £10 deposit not returned to cover cost of a new key. Thanks to HS and LA for all their hard work in setting up this system. **Community Payback -** request from Parish Council for toilet access on Saturdays (January and February) to facilitate Fleggburgh churchyard tidying, as there are no toilets onsite (unlike at Clippesby Church)**.** Discussed Committee being told that 'if under 23s were playing football they would not attend to carry out such work'. On that basis agreed unanimously that there was a perceived safeguarding risk to unsupervised children on the Playing Field or the Children's play area. JO to notify PC Clerk that we cannot support this request even though we would have liked to have supported the works going ahead. **4. Treasurer's Report** LA reported money received, money spent and upcoming expenditure. Barclays balance £56,704.28 as of 25th November 2025.	**HS** **JO** **LA**	
<u>Matters Arising</u> **Health and Safety:** Overhead barrier (car park main entrance) Keith Osborne and Lee Keeler were thanked for repairing the height nudge bar on 18/12/25. **Buildings: Roof repairs** completed on 19th December by RC Ryan Roofing – box gulley above middle cupboard and replacing step flashing which caused leak above Music cupboard. Continue to monitor if there are any leaks in Main Hall roof closely and plan long term for when felt might need to be replaced. **Heating –** as per Draft Finance and General Purposes Minutes 6th January 2026 already circulated. Await quote to potentially update control panel - Powrmatic boiler Main Hall. Thanks were given to Keith Osborne for contacting new contractor. Issue with rotten wooden supports in compound to be investigated further. **Car park extension –** await planning meeting decision 21st January 6:30. JO advised quote from Josh Brooks for 35 concrete bollards installed around the edge approximately £5,000. Await drainage quote, once conditions being imposed along with approval of the application are received. JP reminded that S106 monies might be available to support the car park extension funding. Discussed suggestion from RJ that the remaining live saplings in the small copse on the field in front of the portacabins be moved to a more suitable location on the field.	**F and GP** **JPa**	**Com**

National Highways and Social Community Fund grant £6,000 - PC Clerk has submitted an application on behalf of the Village Hall to fund various projects including a multilocked front door, previously advised to Clerk. JPa has requested a copy of the application. JPa to chase quote for low level dawn to dusk lighting onto extension car park. **Playing Field Portacabins –** Agreed Planning application for 'away team portacabin, dug outs and groundsman's container' will be submitted by a Stuart Duneclift, after car park extension planning decision has been received from GYBC. A copy is to be provided to the Village Hall as soon as it is ready. **Filby Wanderers Agreement –** already circulated by JO with revisions agreed by Club and Village Hall. Request for 5year term agreed unanimously, with the option for either party to request a review. Stuart Duneclift offered to attend some committee meetings to facilitate a positive working relationship between Club and Village Hall. Some players from the Parish are already in the Club. Improving the kickabout area is planned for next year and possibly forming a girls' team. Copies of current CRB checks to be forwarded. **Finance and General Purposes Committee** Draft Minutes 6th January already circulated to full committee. Updated Development Plan 2025-2027 (already circulated to full committee) discussed progress in 2025. Further projects underway to be included and revisited at February meeting. **Committee membership –** offer from member of community Keith Osborne Julie Osborne declared a personal Conflict of interest, took part in the discussion but did not take part in the vote. Christine Merritt also declared a conflict of interest and did not take part in the vote. JPa outlined an email from Keith Osborne on 4th December. Discussed request to join the Finance and General Purposes Committee, noting that he is also a Parish Councillor. In view of recent sharing of expertise and previous help at events agreed by a majority vote. JPa to contact him. **Storage of documents and prizes** Blue cupboard - JO and JE to continue sorting older financial records. Storage for prizes to be improved. Documents from loft to be thinned out, creating an archive dating back to World War 2. **Events subcommittee** Christmas Party 6th December – great success. Thanks to DJ Kev – rebooked 12 till 2, for December 2026. Food offered to families to be reconsidered. Quiz Night – 3rd March 2026. AGM Tuesday 10th February 7 pm . JO to issue Notice to Community and to contact all regular hirers.	**JPa** **JO** **LA** **JPa** **JO** **JPa**	
AOB Accidents – 7 and 8 – fall and cut finger recorded. No further action needed. Fleggburgh Primary School have requested two extra hooks on gable end of Hall to facilitate backdrops being positioned well. Happily agreed – Stuart Duneclift to fit them.	**JPa** **Stuart**	

Meeting Closed at 9:10 pm

NEXT MEETING AGM Tuesday 10th February 7 pm followed by Full Committee meeting

Signed..... Date.....

Chairperson

Secretary