

**FLEGGBURGH VILLAGE HALL & PLAYING FIELD COMMITTEE**  
*Serving Fleggburgh, Billockby & Clippesby*  
**Minutes of the meeting held in the Village Hall on Monday 2<sup>nd</sup> December 2024**

	VHC LEAD/ Action Required	Comp leted
Present Jackie Payne (Chair), Nick Dawes (Vice Chair), Janette Ely (Acting Treasurer), Julie Osborne (Secretary), Ray Jennis, Marsha Birkett, Louise Averre		
<b>1. Apologies:</b> Sophie Dixon, June Pratt, C.A.P Merritt, Hannah Scoates Adrian Thompson		
<b>2. Minutes</b> of the meeting held on Monday 18 <sup>th</sup> November 2024 were approved and signed by the Chairman and Secretary as a true account.		<b>Com</b>
<p><b>3. Booking Officers Report</b></p> <p>HS is getting to grips with booking clerk system, dealing with new bookings. Also chasing revised long-term booking from clubs as necessary.</p> <p>Fire door: JPa has been contacting suppliers of door aiming for money back. Trading standards will be contacted next. Snibs were not supplied.</p> <p>Long term hirers deposit discussed – to cover damage. Agreed £50 deposit returnable for new hirers with no separate key charge now needed.</p> <p>Existing hirers - no change.</p> <p><b>4. Treasurers Report</b></p> <p>Louise was welcomed onto the Committee as a new member.</p> <p>New Treasurer Louise Averre proposed by Janette Ely, seconded by Marsha Birkett. Agreed unanimously. Agreed by committee that full access to Santander and Barclays Fleggburgh Village Hall and Playing Field accounts (i.e. acting as a signatory) to be processed as soon as possible.</p> <p>Thanks were given to JE as a Barclays signatory and for her other work. JE updated about her private complaint.</p> <p>Accounts Spreadsheet – Discussed Year to date sheet previously emailed to committee members by JO. Reserves figures discussed (as an illustration).</p> <p>Loss of Income cover/'Business Interruption' following an insured event is not currently included in insurance. JO to obtain a quote from Ecclesiastical.</p> <p>School block booking use discussed: agreed school hire charge of £10 weekly, for October to Easter usage to go towards heating and cleaning costs.</p> <p>LA to invoice Fleggburgh School.</p> <p>Discussed Clubs hire sheet already circulated:</p> <p>Post Office: community resource on Mondays and Fridays - no charge agreed.</p> <p>Bowls club: £30 annually for water and electricity, invoice needed for 2025 -</p> <p>Card machine - ongoing.</p> <p>Barclays forms were completed by Trustees present – JE to post these by recorded delivery when all forms completed fully.</p> <p>Electricity – EON tariff: statement suggested ends 2025. JPa reported rates for 1,2- and 3-year fixes. 3-year fix agreed unanimously. Agreed JPa to query with EON that rate issue was not highlighted adequately.</p> <p>Wi-Fi providers discussed: £35 mth. plus vat offered by Comm-tech now. Currently paying £54 monthly with them as providers - £100 year saving with new tariff. Agreed accept 3-year deal.</p> <p>Business grade broadband, download speed 76 – 80 mbps, upload 19/20 min. mbps,</p>		

<p>guaranteed 69.6 mbps. Fibre to premises not available yet.</p> <p>Water: Anglian Water account (Wave as the provider) in credit – last meter reading Dec. 23 estimated June 24. Agreed reading to be taken (ND) to enable JPa to request money back and then direct debit to restart.</p> <p>Goff oil - refund for bill difference is due, as less actually delivered than ordered. Goff have apologised that committee had to request this refund.</p> <p>Open Spaces – JPa reported that the Parish Council discussed the Village Hall grant application and the Car park extension grant at their November meeting. We await confirmation in due course.</p> <p><b>Car park extension</b> – ND reported architect has resubmitted planning application to GYBC. ND is liaising with Planning or architect as needed.</p>		
<p><b>5. Matters Arising</b></p> <p><b>Policies:</b></p> <p>Finance – revisions discussed, and policy signed by Chair and JE.</p> <p>Playing Field Health and Safety – discussed and agreed – signed by Chair and Secretary. JPa has requested report of incidents involved in football matches in future to be seen by her.</p> <p>Finance and General Purposes Meeting - end January date to be agreed later for a Monday. JO to publish both policies on website.</p> <p><b>Mural update</b> – Artists have started preparing the boards. Fitting details have been forwarded to fitter. JE advised there will be no charge for fitting.</p> <p>HS to advise completion dates and thoughts about sign denoting contributors, JO to then contact Rupert Lowe re his availability for the reveal to the public.</p> <p><b>Events subcommittee</b></p> <p>The Jeff Gallant country singer event was an enormous success. £534 total profit, (£164 raised by raffle). 2026 date being considered.</p> <p>Children’s Christmas Party on Saturday 14<sup>th</sup> December 2 – 4 for 60 children. Helpers welcome on the day to serve mulled wine and mince pies (donations basis).</p> <p>Village Halls Week: March 17 – 23 2025, resources requested by JO from ACRE who will also contact resident (in Ormesby) who has offered photos of old Village Hall for display.</p> <p>Next meeting 16<sup>th</sup> December 7:30 pm – signing of these Minutes.</p> <p>Committee meetings to be on Mondays and Tuesdays, dates in 2025 to be circulated by JO.</p>	<p><b>JPa</b></p> <p><b>HS</b></p> <p><b>JPa</b></p>	
<p><b>6. AOB</b></p> <p>RJ reported complaints about lack of lighting on car park – F and GP mtg to discuss.</p> <p>Murder Mystery organiser donated fireworks to the committee. Due to storage issues agreed to offer these to AT.</p> <p>JPa read out communication from parishioner - discussed.</p>		
<p>Meeting Closed at 8:50 pm</p> <p>NEXT MEETING 16/12/24 7:00; 2025 date at 7 pm to be confirmed.</p> <p>Signed..... Date.....</p> <p>Chairperson</p> <p>Secretary</p>		

