

**FLEGGBURGH VILLAGE HALL
& PLAYING FIELD COMMITTEE**
Serving Fleggburgh, Billockby & Clippesby
Minutes of the meeting held in the Village Hall on Thursday 18th April 2024

	VHC LEAD/ Action Required	Completed
Present Jackie Payne (Chair), Nick Dawes (Vice Chair), Julie Osborne (Secretary), Janette Ely, Marsha Birkett, Frank Brown, Christine Merritt Visitors: Adrian Thompson		
1. Apologies: June Pratt, Hannah Scoates, Nicky Coombe, Ray Jennis		
2. Minutes of the meeting held on Thursday 28 th March are awaiting one further revision. Minutes of Extraordinary General Meeting Thursday 11 th April were approved and signed by the Chairman as a true account.		O/g Com
3. Chairs Vision JPA outlined how to move our brilliant village hall and committee forward including: minutes binder in a folder in foyer; diary planning for legislative requirements; in case of emergency number in window near door; suggestion box in foyer; photo wall of committee; visible list of clubs/poster to be prepared by SD and a mission statement to be agreed at a future meeting.	JPA	O/G
4. Vice Chair ND Thanked the committee for electing him to Vice Chair. He thanked JE and JP for their efforts, particularly thanking JE for her excellent work under very difficult personal circumstances.	ND	COM
Booking Officers Report JE reported for SD that there had been lots of new party bookings. Wherry Archers are now training, as expected, outside Filby Village Hall. A football team has made enquiries. SD and JPA will meet them on Monday 22 nd .		
Treasurers report JE reported for NC. ND, NC and JPA have recently met. Agreed NC could start her own Excel spreadsheets. NC and ND are now registering online with Barclays. Existing signatories are coming off. Nicky Coombe (Treasurer), Jackie Payne (Chairman) and Nick Dawes (Vice Chair) were duly elected to have permission to hold deposit and debit cards for the Barclays account. JE advised that due to entrenched difficulties (re her photo ID) it might be necessary to restart process gaining access to the Santander account. JPA advised that she, as new Chair, will meet with Richard Jordan and Margaret Easen to try to facilitate the transfer of the Santander monies to the Barclays account. CM agreed to collect necessary details to update committee members on Charity Commission website.	NC JPA CM	
5. Matters Arising Car park quotes ND confirmed that a job specification had been drawn up for 2 options to extend the car park using planings now on site resulting from the recent highways work. Four quotes had already been emailed to the full committee. Reviewed a hard copy anonymised comparison grid of all 4 quotes from contractors. Quote 4 contractors have been unable to date to provide a split of costs between the 2 options considered. Quotes 1 and 3 were considered as quote 2 was not to spec. However, another local contractor has offered to complete the works on a cost only basis. Discussed how many parking spaces would be gained in 342 sq m area/ 915 sq m. Agreed obtain quotes on extending car park up to the tennis courts and also along the back of the village hall as far only as the left-hand corner facing the gable end wall opposite the playing field. Repairs of existing car park could be possible using some of the planings. Agreed planning permission to be sought by ND for the full area. Funds will determine what is possible. Agreed JPA to contact an architect. Agreed JO to write to Sport England justifying improved access for sports onsite without any detrimental impact on current facilities.	ND JPA JO	

<p>Playground equipment update - JE will put in an application and will continue to lead. Existing equipment will be repainted this year by GYBC.</p> <p>Fire Alarm – other quote to follow from Phoenix. Agreed works will be carried out after form completed with JPA.</p> <p>Finance and General Purposes Committee Terms of reference have been agreed. NC to lead an evening meeting. JPA to contact NC. ND, RJ, JO and CM, have offered to join.</p> <p>Pelican Crossing – complete. Footpaths are now linked. Huge thanks to PC and R Doyle for their work. JPA will write a letter.</p> <p>Mural - £2000 quote received for the mural to be under the clock. They have offered to attend a summer fair or jumble sale to sell their greetings cards and 20% of their sales will be donated to the mural pot. Arrangements are being made for Norwich Dandies artist to visit hall on Friday. JPA to contact HS. Agreed discuss all at next meeting.</p> <p>Roof repairs/ladies’ toilet Kevin Hannant roof repair was excellent. Bill still outstanding due to lead burning not being complete. ND reported emergency light sensor for porchlight has fused. ND reported a pipe has leaked above ladies’ toilet. ND to contact a plumber. Agreed ND also obtain an extractor fan quote for ladies’ toilet.</p> <p>Security Light overlooking children’s play area has been smashed in the last week or so. Agreed ND to get it replaced.</p> <p>North Norfolk Open Studio Steph Edmunds Jones – agreed request to display 6 feet by 3 feet banner to advertise North Norfolk Art Trail on playground fence. JPA to contact.</p>	<p>JE</p> <p>JPA</p> <p>NC</p> <p>JPA</p> <p>HS</p> <p>ND</p> <p>ND</p> <p>JPA</p>	
<p>Event Update Some of the items sold after last Jumble Sale generated £75 for funds which have already been banked. Adrian Thompson has donated a flag for Peace Day to the Village Hall. A flagpole will be donated by Adrian Thompson and the Filby Shed Shop. Adrian Thompson also agreed to donate a Peace Flag to Clippesby Village.</p>		
<p>6. Meeting dates – current regular commitments of all committee members are needed to facilitate scheduling meetings. Hardcopy circulated tonight and JO will email all other committee members.</p>	<p>JO</p>	
<p>7. Portrait of the King – JE confirmed that the Parish Council had been in touch an A1 size portrait that was available for the Village Hall. Agreed this will be positioned in the foyer on the main wall opposite the entrance door necessitating artworks to be rearranged slightly. Agreed move blue information board in Celia Boon room to replace earlier board that had been damaged in the foyer near the toilets.</p> <p>8. AOB ND asked for a deputy to be responsible for defibrillator pads e.g. if he was abroad. CM offered to do this. Increase in dog mess around Fleggburgh Village particularly along the playing field on the side near the path to the school. JPA will check cctv recordings and republicize site of dog poo bins.</p>	<p>ND</p> <p>JPA</p>	
<p>Meeting Closed at 9:06 pm</p> <p style="text-align: center;">NEXT MEETING date to be agreed at</p> <p>Signed..... Date.....</p> <p>Chairperson</p>		