

radiator.

Library bookcase in small hall to be moved to the entrance area, opposite small table, already in place. JE to liaise with Tennis Club about its refurbishment an improved storage of the books. A sign denoting the charity currently being supported will also be requested.

Fundraising/Events

Craft Fayre held in September was very successful; hire of tables raised £260 plus takings from refreshments raised in total £346.39 profit from the event. October, November and December Craft Fayres are fully booked (25 tables with 5 reserves). Committee are now to provide refreshments in October due to availability of Fleggburgh Church volunteers following a memorial service notification. The School is not providing refreshments for the November Fayre as previously thought. In June, July and August it might be possible to use the Playing Field.

Events Subcommittee

1. **Coffee, Cake and Chat** 1st event on Wednesday 27th October was successful in generating interest locally but in future posters will be put up 1 week before this monthly event.

Spring events will be advertised in the Benefice Newsletters

2. Quiz Night

Nippy Chippy is only available Tuesday evenings so JE will contact badminton group to negotiate possible switching of their booking once a month. Agreed ND should investigate use of a bar.

3. Children's Christmas Party

The Poor's Trust replied that they were not able to make a donation towards this event. Agreed promote Parents attending with their children due to CRB issues. Budget to be based on 50 children up to age 11. Adrian Thompson was thanked for offering to make a £300 donation. Firm details of event to be brought to next meeting. ND to investigate hiring an entertainer.

4. Jumble Sale/Upcycling event

Saturday 5th February 2022 Agreed website to be updated with contact enquiries email for collection in January

a) **Community Café:** This idea might be discussed at the next full meeting as Coffee, Cake and Chat is currently monthly.

b) Tribute to Celia Boon 11/12/21

2:30 pm dedication ceremony with Mayor and Lady Mayoress to attend. The ceramic photo has been ordered and will be mounted on wall on 10/11/21. Quotes obtained from CIM and SSAF for name plaque for door. CIM quote agreed in region of £30 +vat. Curtains need some refurbishment - JP/JE to liaise with the sewing group. 3 quotes to be obtained by JE for floor sanding and resealing treatment which is long overdue. Refreshments agreed tea mulled wine, sausage rolls mince pies. Invites to be prepared and issued (JP).

c) Flyer for Dedication ceremony and Christmas Party to be prepared by JPA and JO by second week of November. AT to print and distribute.

Website patience needed until Google find our website launched 20/9/21. All to encourage more people to search for it using the full domain name: **fleggburghvillagehall.org.uk**

Facebook no replies received to post about any new supporters for the Village Hall. Norfolk Day Team still very supportive though.

Health & Safety

CPR Training 18th November both slots 7 – 8 and 8 - 9 fully booked through JW with some reserves. Agreed that some reserves might be moved to 2nd slot on 3rd November. Donations to be made to trainer on the night. A January training date is to be investigated.

Capacity of the Hall Numbers are: (pre Covid19) 130 when table seating included in functions. Fire Safety Risk Assessment (advisory) to be reviewed when Village Hall plans

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JE

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| <p>are passed from JE to JO. JE to liaise with M Woodrow re monthly fire alarm testing including recording in a log. Formal hire agreement to be revised JE Covid 19 update Due to rise in case numbers flow tests are to be conducted by stall holders and refreshments team. JE to remind groups that cleaning facilities are available, if desired.</p> <p>Set up women's sports group: Weekly Badminton has started, Boogie Bounce starts 1st November. Further updates will be deferred until January/February. Short Bowls Club are due to have their AGM to confirm a restart date or they will be requested to move their mats that are in storage.</p> <p>Outside space Thirtle family bench has been replaced and Dyble family are starting to repair their memorial bench.</p> | | |
| <p>4. Correspondence Mothers and Toddlers Group idea to be brought to another meeting. JPA confirmed that she has support and grant information about this.</p> | <p>CM</p> | |
| <p>5. AOB</p> <p>Keys Issued to all Officers. Master keys will be collected back in from any original regular group hirers. Key register and new receipt form have now been set up. Agreed that Committee members will form a rota to share load with JE regarding key and hall opening duties.</p> <p>Agreed that FB will liaise with RJ re positioning of cones in car park on Tuesdays to facilitate continued safe siting of Nippy Chippy van.</p> <p>Queen's Platinum Jubilee June 2022 Agreed that a small working group will be set up to work with the Parish Council and other organisations locally to plan for this celebration. JE to email the full Committee about this possibility.</p> <p>Extraordinary Meeting needed re Celia Boon Dedication; Children's Christmas Party and Queens' Jubilee agreed as Wednesday 17th November at 7:30 pm. Next full meeting Wednesday 8th December, as previously agreed.</p> | <p>JE</p> <p>JE</p> | |
| <p style="text-align: center;">Meeting Closed at 9:28 pm</p> <p style="text-align: center;">SPECIAL MEETING Wednesday 17th November at 7:30 pm</p> <p>Signed..... Date.....</p> <p>Chairperson</p> | | |