

**FLEGGBURGH VILLAGE HALL & PLAYING FIELD COMMITTEE**  
*Serving Fleggburgh, Billockby & Clippesby*  
**Minutes of the meeting held in the Village Hall Thursday 13th April 2023**

	VHC LEAD/ Action Required	Comp leted
<b>1.</b> Present: Janette Ely (Chair), Christine Merritt (Treasurer), Julie Osborne (Secretary), Nick Dawes, Frank Brown, Marsha Birkett and Hannah Scoates.		
<b>2. Apologies</b> June Pratt (Vice Chair) Jackie Payne, Ray Jennis, Adrian Thompson		
<b>3. Minutes</b> of the Meeting held on 28 <sup>th</sup> February approved and signed by the Chairman as a true account.		Comp
<b>4. Booking Officers Report</b> Jazmina Woodrow resignation from 1 <sup>st</sup> April. JE working on accessing enquiries emails. A Motorola smartphone will be purchased costing £11 monthly for unlimited texts and calls. Three applicants are all attending interviews 19 <sup>th</sup> April with JE, CM and JO interviewing. Enquiry received from a cake baker wishing to hire the kitchen weekly for 1 or 2 afternoon sessions. An environmental health check by the Council is to be arranged by her. Insurance aspects will then be looked into. Hiring rate due to electricity costs yet to be decided.	JE	
<b>5. Treasurer's Report</b> Barclays bank balance is £31,660.62 CM is liaising with ND about a new accounting system.  JE's meeting with Kings Head rearranged for tomorrow morning.	CM  JE	
<b>6. Matters Arising</b> <b>Playground equipment</b> National Lottery now have JP as a second point of contact and a fresh bank statement is now required.  <b>Playground fence repair insurance claim</b> Fence has now been repaired and we await the invoice. The £250 excess will be recovered on our behalf by our insurers when all invoices have been received by them.  <b>Roof repairs quote</b> Quote received for £987 plus vat from Harlows EA Ltd. Agreed proceed as per the quote.  <b>Brambles beside path to school</b> JO still to contact Ropers to thank them for work already carried out. JE to contact Steve Hewitt for work to be carried out to repair damage to path to school on playing field caused by tree root damage.  <b>PAT testing</b> and lighting update 40 number of 6 foot tubes have been replaced with LEDs by Jason Hodds. Total cost including PAT testing for appliances was £1393. Thanks to ND for considerable time involved on site. JO to diary annual PAT testing for April 2024.  <b>Illustrated map mural</b> JO advised that regrettably the members of the Art Club now have other commitments and are no longer able to help. Committee discussed inviting the school to display artworks celebrating our community, linking the work in with any of their projects in this coronation year. HS to contact the school after further information from JO.	JE CM  JO  JE  JE  JO  HS, JO	

<p><b>Events subcommittee</b></p> <p>Jumble Sale 25<sup>th</sup> March raised over £500 profit. Table top sales might be held in future rather than car boot sales. Next Jumble Sale 17<sup>th</sup> June. Volunteers will be allowed free drink and food at future sales.</p> <p>Quiz 4<sup>th</sup> April was cancelled, next one should be 6<sup>th</sup> June but the food supplier is yet to be confirmed.</p> <p>4<sup>th</sup> October 2<sup>nd</sup> Murder Mystery Night</p> <p>Beetle Drive 19<sup>th</sup> August</p> <p>Autumn Dance Saturday 23<sup>rd</sup> September Band and bar are already booked.</p> <p>New Year's Eve Party 7:30 – 12:30, band has been booked. Bring your own drinks basis.</p> <p>Psychic evening to be organised</p> <p>Coronation weekend</p> <p>Coronation mugs will be passed to the school to distribute and other children not attending will be sought via Facebook posts. Hall will be decorated externally.</p> <p>Agreed CM and MB will arrange for flowers to be planted in the raised herb bed and around the village sign. Appeal for help to put on Facebook.</p> <p>JE will report on behalf of Village Hall at Annual Parish Council meeting on 19<sup>th</sup> April.</p>	<p>ND</p> <p>CM,MB, JPA</p> <p>JE</p>	
<p><b>7. Correspondence</b></p> <p>Thank you card has been delivered to Jenny Thompson for the donation.</p> <p>The ring found at the Jumble Sale (a son's ashes ring) has been safely returned to its owner who made a generous £10 donation, as well as sending a very thoughtful thank you card.</p> <p>Thank you card or letter to Ropers to be passed to MB.</p>	<p>JO,MB</p>	
<p><b>8. AOB</b></p> <p>Top barrier of car park gate is repeatedly left open. Parish Council are now included in emails reporting this to Garden Guardian. They have requested a key to allow them to access the playing field. Agreed and they will be held liable for any damage if this doesn't happen.</p> <p>Oven in kitchen is aged. Usability by caterer is being investigated.</p> <p>Thanks to Patrick Ely for regularly helping with refuse bins and FB and RJ for ensuring cones are in the car park on Tuesdays (as needed by Nippy Chippy).</p>	<p>JE</p> <p>JE</p>	<p>Comp</p>
<p>Meeting Closed at 8:25 pm</p> <p>Next Meeting Tuesday 23<sup>rd</sup> May at 7:30 pm</p> <p>Signed..... Date.....</p> <p>Chairperson</p>		