

**FLEGGBURGH VILLAGE HALL
& PLAYING FIELD COMMITTEE**
Serving Fleggburgh, Billockby & Clippesby
Minutes of the meeting held in the Village Hall on Monday 13th May 2024

| | VHC LEAD/ Action Required | Completed |
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| <p>Present</p> <p>Jackie Payne (Chair), Nick Dawes (Vice Chair), Nicky Coombes (Treasurer), Julie Osborne (Secretary), Marsha Birkett, Ray Jennis, Janette Ely, Christine Merritt, Frank Brown, Hannah Scoates, Sophie Dixon.</p> <p>Visitors: Adrian Thompson</p> | | |
| 1. Apologies: none | | |
| 2. Minutes of the meeting held on Thursdays 28 th March and 18 th April were approved and signed by the Chairman as true accounts. | JPA | Com |
| 3 Chair ‘Moving forward’ – Chair asked that discussions are restricted to agenda items in order to make best use of valuable committee time. | JPA | Com |
| <p>4. Booking Officers Report</p> <p>Adult weight management returns beginning June Parties have been booked for December. Twirlers have returned. JPA reported that an enquiry for Sound Bath experiences on Sundays should be coming in.</p> <p>Arts craft fair enquiry in October</p> <p>Filby Wanderers football team - in discussions with Committee. They will restore pitch to playing standards, cut the grass, have their own public liability insurance and will pay for inspections. They have suggested that they would like to supply their own portacabin for changing facilities. A contract is being formulated.</p> <p>JPA thanked SD for her efforts in dealing with 2 party hall bookings that caused a lot of extra work over the bank holiday weekend. Thankfully this is rare. Our cleaner Nicola Woodrow came in at 5 am to rectify making sure that the Hall was clean and tidy.</p> <p>Discussed that these issues need to be tracked.</p> <p>Treasurers Report Barclays are noting Fleggburgh Village Hall and Playing Field Charity as a charitable trust but account number will not change. Maximum 30 days now to change signatories. Forms completed by all Trustees to be returned to Barclays.</p> <p>10th May email sent by JE to Nippy Chippy and Kings Arms re hiring payments. JPA will be chasing these emails. NC suggested a signed plan with Nippy Chippy. Only part of the arrears have been offset by sales at Quiz Nights.</p> | <p>SD</p> <p>NC</p> <p>JPA</p> | |
| <p>Matters Arising</p> <p>Car park – 2 option extension now changed to 3 option basis as agreed at last meeting - design drawn up 1st May. Cost basis quote still outstanding from local contractor - JE chased this today.</p> <p>Graham Brown has been appointed as architect and will apply for planning permission on our behalf. Discounted rate offered by him as we are a charity. JPA to check statutory planning fees and architect’s charge.</p> <p>Dog mess on playing field – after inspecting cctv coverage a group of dog owners are now likely culprits. School parents are also helping to monitor this situation. Sean Palgrave has very helpfully made poo bag dispensers for all red poo bins.</p> <p>Playground equipment update – tomorrow new grant application to be sent off by JE Applying for full £20,000 limit. Lottery funded result will be received within 12 weeks. Final design will be agreed when funding has been confirmed. AT advised 106 money is secured for repainting existing equipment.</p> <p>Fire Alarm – Log book discussed - testing of 3 emergency lights outstanding.</p> | <p>ND</p> <p>JPA</p> <p>JE</p> <p>JPA</p> | |

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| <p>3 new emergency boxes to be installed and new distribution board in kitchen will eventually need to be installed – to be reviewed. Hire Contract to be amended – ‘keep fire exits clear at all times’</p> <p>Finance and General Purposes Committee – NC to contact RJ CM ND JO about meeting date.</p> <p>New mural update – various quotes have now been received. Majority vote agreed to accept artists Sonny and Pete who will produce 5 boards 122 cm wide 244 cm high painted and varnished to be fixed by committee (above table height) below the clock. HS to circulate their design and contact potential business sponsors in the parish again asking them to confirm their intentions to support this venture celebrating the whole Parish. £2000 cost – vat to be clarified. 3 or 4 days for completion of boards offsite. Fundraising events to be discussed by events committee and HS to explore a Go Fund Me appeal on Facebook to promote financing this. Finance and general purposes committee to identify projected costs of running the hall.</p> <p>Ladies’ toilets – confirmed leak above ceiling will be repaired by plumber tomorrow after draining system and also fixing first pan in ladies’ toilet.</p> <p>Security light – JPA chasing electrician next week.</p> <p>Events Committee Quiz Night 7 teams already, plus 2 from NR29. Tickets £12 now including ice cream as well as food. Back to school dance 7th September to be promoted NR29 etc. Jumble Sale 27th July D Day poppies – school children painting wooden poppies, display net now 20 feet long - 6th June event. 23rd November - Jeff Gallant.....£8 bring your own drink. Garage Sale – 50/50 split of profits from refreshments with Fleggburgh St Margaret’s Church. AT reported that Filby Gardens weekend will be occurring at the same time and a bus will run between sites. 18th June Crib n chips - free entry 14th August afternoon - gathering of committee at Waterside - tea/food of your choice – invites to follow which are to include partners and community volunteers.</p> <p>Flagpole – thanks to AT and Filby Shed for supplying this. Discussed various flags to potentially be purchased. AT reported 21st May 9 am community tidy up group meet at Village Hall – to be advertised on Facebook.</p> <p>Photo wall – individual photos suggested - photos to JPA by email/WhatsApp</p> <p>PAT testing – completed last Tuesday 7th. One kettle failed and has been replaced.</p> <p>Theft of spoil – seen on cctv: 3 trugs filled and taken away in a vehicle; reported incident to police who has spoken to offender. Words of advice given and donation requested.</p> | <p>NC</p> <p>HS</p> <p>ND</p> <p>JPA</p> <p>JPA</p> <p>JPA</p> <p>JPA</p> <p>JPA</p> <p>JPA, MB</p> | |
| <p>AOB Clippesby church music evening fundraiser Friday 28th June 6:30 – 9:30 – Stokesby House (old rectory) Pamela Minett tickets. £2000 raised last year. Finance and general purposes committee date agreed Monday 3rd June in Hall 7 pm. Gate to play area – new rod into ground to be made and painted. JE to check with Sean Hacon/parish council.</p> | | |

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| <p>£400 donation for mural will be forthcoming from Filby Shed; committee members CM and MB regularly help to man this venture. Thank you card to be sent to Fiby Shed in due course by JO.</p> <p>Curtains beside Celia Boon plaque discussed – agreed to be taken down now as originally needed to support unveiling event.</p> <p>7pm start for all future meetings agreed.</p> <p>Hall and gate keys being audited again - JPA</p> | | |
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Meeting Closed at 9:06 pm

Next meeting Monday 24th June at 7:00 pm

Signed..... **Date**.....

Chairperson