

**FLEGGBURGH VILLAGE HALL & PLAYING FIELD COMMITTEE**  
*Serving Fleggburgh, Billockby & Clippesby*  
**Minutes of the meeting held in the Village Hall Tuesday 15<sup>th</sup> August 2023**

	VHC LEAD/ Action Required	Comp leted
Present: Janette Ely (Chair), Christine Merritt (Treasurer), Julie Osborne (Secretary), Marsha Birkett, Nick Dawes, Hannah Scoates, Ray Jennis		
<b>1. Apologies</b> June Pratt, Frank Brown, Jackie Payne, Sophie Dixon		
<b>2. Minutes</b> of the Meeting held on 6 <sup>th</sup> July approved and signed by the Chairman as a true account.		Comp.
<b>3. Booking Officers Report</b> Tai chi and weight management group have settled in. Girl Guides will look round the Hall as due to hire Hall for a couple of weekends next year. Archery have booked. Tour de Broads are using the Hall on Sunday for refreshments at no charge as previously. For the men's mental health night contact could be made with YANA farmers mental health. Quilt Exhibition will be held on 16 <sup>th</sup> and 17 <sup>th</sup> September. Some outstanding invoices from regular hirers are still being chased.	(SD) JE	
<b>4. Treasurer's Report</b> Monthly accounts for January to July had already been emailed to committee members. Discussed Financial Statement for the year ended 31 December 2022. Accepted unanimously by Committee for submission to Charity Commission.  CM had complained verbally to Santander about delays in changing signatories and will now also write.  JE to request JP arranges for Barford Heating to service boilers in kitchen and outside.	CM     JE	
<b>5. Development Plan drafting</b> Discussed information collated highlighting improvements made from 2021 and those that are outstanding to enable more focussed discussion on priorities. JO to continue collating information.	JO	
<b>6.</b> Heating update: ND outlined most cost-effective system would be air source heat pump with solar panels on roof. Oil boilers will not be available in 12 years' time. Agreed ND will put together costings/finance plan.	ND	
<b>7.</b> Cowills (path repairers) will provide quotes for the car park initially to make the surface safe.  Funding will be needed to support these two projects. ND will obtain Borough Council contact re Lottery funding and other income sources.	JE  ND	

<p><b>8. Matters Arising</b></p> <p><b>Playground equipment</b> Agreed application will be resubmitted when Awards for All limits are going up in Autumn to £20,000. New quotes would need to be obtained.</p> <p><b>Playground fence repair policy excess</b> recovered in July.</p> <p><b>Roof repairs</b> Repair has been carried out by Harlows EA Ltd. This highlighted that fans in toilets are not working. JE will arrange a quote. Working party will redecorate toilets including ceilings in the Autumn.</p> <p><b>Path tree root damage</b> Cowills Building Limited are to carry out repairs to path to school. JO chased Friday 11<sup>th</sup> August. They confirmed it will be repaired before the end of the school holidays. Following an invite from the Parish Council JE and JP will meet the Parish Council to discuss funding issues and responsibilities on site.</p> <p><b>Top barrier left open.</b> Key safe has been installed at the gate in a prime location. JE will notify Parish Council about £10 charge for barrier being left open.</p> <p><b>Damage to trees information board on playing field</b> Board had deteriorated considerably but has now been repaired. Thanks to RJ and FB.</p> <p><b>New mural suggestion</b> HS has been investigating sponsorship from local businesses that could be featured on the mural. Approached Kings Arms, Broadland Sports Club, Broad Farm and Clipperby Hall. Barry Payne also to be contacted. Emails have been sent, follow up phone calls to be made.</p> <p><b>Events subcommittee</b></p> <p>Beetle Drive - 19<sup>th</sup> August, JE preparing resources. Facebook reminder due. Autumn Dance - Saturday 21<sup>st</sup> October Jumble Sale - 30<sup>th</sup> September</p> <p>Next events subcommittee meeting 18<sup>th</sup> August 10 am.</p>	<p>JE</p> <p>JE</p> <p>HS</p> <p>ND</p>	<p>Comp</p> <p>Comp</p>
<p><b>Recycling bins area</b> CM updated about a Parish Council suggestion to level land, move bins and then no fencing would be needed. JE and JP will discuss further with Parish Council and report back.</p> <p><b>Hall spotlights</b> JO reported concerns from JPA that 3 out of 6 bulbs need replacing for lights that are dimmer operated and white. Discussed previous use by Boogie Bounce classes and safety issue when lights are used based on the floor. Agreed JE to get quotes.</p> <p><b>Car park disabled spaces</b> JP had highlighted need to reinstate a marked disabled parking space. JE to ask JP to contact sign company used previously.</p>		

<p><b>9. Correspondence</b></p>		
<p><b>9. AOB</b></p> <p>CM suggested that a Financial Plan should be created for 2024. Decision to have a financial planning meeting will be made at next meeting.</p> <p>Agreed need to appoint a member to list and then monitor inspections etc.</p> <p>JE to contact JPA re defib training refresher.</p>		
<p>Meeting Closed at 9:12 pm</p> <p>Next Meeting Thursday 28<sup>th</sup> September at 7:30 pm</p> <p>Signed..... Date.....</p> <p>Chairperson</p>		