

**FLEGGBURGH VILLAGE HALL & PLAYING FIELD COMMITTEE**

*Serving Fleggburgh, Billockby & Clippesby*

*Minutes of the meeting held in the Village Hall Thursday 30<sup>th</sup> November 2023*

	VHC LEAD/ Action Required	Comp leted
Present: Janette Ely (Chair), June Pratt (Vice Chair), Christine Merritt (Treasurer), Julie Osborne (Secretary), Marsha Birkett, Frank Brown, Ray Jennis, Jackie Payne, Nick Dawes, Hannah Scoates Visitor: Adrian Thompson		
<b>1. Apologies</b> Ray Jennis, Sophie Dixon		
<b>2. Minutes</b> of the Meeting held on Thursday 29 <sup>th</sup> September approved and signed by the Chairman as a true account.		Comp.
<b>3. Booking Officers Report</b> Report from SD discussed. Wherry Archers are booking most Wednesday evenings as well as Sunday afternoons at the minute. Agreed hire form to be updated asking whether outside entertainment will be used following a gaming van having been in the car park at a recent party using our electricity. The Tennis club hadn't been able to play as floor was left sticky after a private party. Agreed £25 deposit returned to offset this loss of income for the village hall. Discussed lockable power socket to be installed outside (with own meter) and to be isolated inside. ND to investigate this following several earlier requests. Booking form draft to be forwarded by SD.	(SD) JE  ND  SD	
<b>4. Treasurer's Report</b> Further to initial finance meeting notes of 22 <sup>nd</sup> November already circulated, Kings Arms October and November payments outstanding. CM has written requesting standing order of £287.50 to be set up - covering £300 monthly hire charge less 2 weeks non-use of car park in January. Nippy Chippy have disputed the total amount of outstanding payments. JO to clarify exact start date of use of hire car park. Next meeting tba JO to send letter to all regular hirers notifying that payments should be made every 4 weeks in arrears and also for them to notify SD in advance about any changes to regular use of hall. Discussed car park use from February with the start of work by Highways on path and road changes to facilitate the new crossing being built. Highways have agreed to undertake any damage repair. JE to confirm with Highways what materials are to be stored and what space will be needed. Discussed possible use of spoil to extend the car park. JE to investigate and obtain a quote from Edward Dixon. 3 weeks use of car park from February 4 <sup>th</sup> - school have already been made aware by JE. JE also already informing regular users about restricted car parking. Agreed JO to issue an update to all hirers in the New Year. Budget setting date tba	CM  JO   JE	

<p><b>5. Matters Arising</b></p> <p><b>Buildings Main Hall</b> leak in ceiling, roof repair complete.</p> <p><b>Ladies' toilet ceiling leak/porch roof repair</b> both valleys have been repaired and felt under tiles replaced. Leak in music cupboard reported by Nicola Woodrow. Lead in valleys being burned next week. Rodents reported in loft spaces during building repairs. Burrells have carried out two visits and will return next week. Moles in play area have been treated.</p> <p><b>Playground equipment</b> £20,000 grant limit now applies and new quotes being obtained. Parents to be consulted about choice of equipment.</p> <p><b>New mural suggestion</b> HS meeting a Caister artist in 3 weeks' time. FB suggested other possible sponsors. Work possible in May.</p> <p><b>Events subcommittee</b> Notes from 22<sup>nd</sup> November meeting already circulated by JO. Remembrance Day Service 12<sup>th</sup> November refreshments were served in the Village Hall afterwards. Very good attendance after the church service. Thanks to JPA, CM and MB. Christmas Party: arrangements for decorating hall and event agreed. 2024 events - Health event - need to agree who is leading the event Murder Mystery Night January date not feasible – JP discuss at next events meeting Jumble Sale – March 23<sup>rd</sup> and 20<sup>th</sup> September Quiz Night dates tbc, especially re February car park issues Fleggburgh Festival on Norfolk Day 27<sup>th</sup> July 2024 discussed. Jon Walshe had kindly offered to lead. Alternative suggestion of summer dance (held before school breaks up) to be discussed. Next events subcommittee meeting Thursday 19<sup>th</sup> December 10 am hosted by ND.</p>	<p>JE</p> <p>HS, FB</p>	
<p><b>Recycling bins area</b> Reply from Parish Council with contracts from URM glass recyclers (received 28<sup>th</sup> November) to be completed asap and returned direct to URM. M White paper recycling contact to be agreed. Facebook and Great Yarmouth Mercury promotions will follow in due course.</p> <p><b>Hall spotlights</b> JE quotes for bulbs and units. ND to investigate.</p> <p><b>Car park disabled spaces</b> 2 signs have been received by JP, ND to install.</p> <p><b>Ownership of Village Hall</b> Discussed document from JE explaining history of this issue back to October 1947, plus Community Action Norfolk explanation of role of Custodian Trustees, both already forwarded to all Committee members. JO to confirm Trustee indemnity insurance within Ecclesiastical insurance policy. Site of village hall and playing field Land not being registered was highlighted. Discussed value of focussing on financial responsibility versus land ownership.</p> <p><b>6. Correspondence</b> Barford Heating reply received stated that they are unable to advise on the viability of both boilers at the Hall. They have already supplied a quote to upgrade the heating system.</p>	<p>JO</p> <p>ND</p> <p>JP</p>	
<p><b>12. AOB</b> JO to circulate email received form Parish Council about assets being transferred from the Parish Council to this charity. CM offered resignation as Treasurer. JE and CM to meet to discuss this.</p>	<p>JO</p>	
<p>Meeting Closed at 9:20 pm      Next Meeting Tuesday 9<sup>th</sup> January at 7:30 pm</p> <p>Signed.....      Date.....</p> <p>Chairperson</p>		

