

FLEGGBURGH VILLAGE HALL & PLAYING FIELD COMMITTEE
Serving Fleggburgh, Billockby & Clippesby
Minutes of the meeting held in the Village Hall Thursday 7th July 2023

| | VHC LEAD/ Action Required | Completed |
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| Present: June Pratt (Vice Chair), Christine Merritt (Treasurer), Julie Osborne (Secretary), Marsha Birkett, Jackie Payne, Sophie Dixon, Nick Dawes, Hannah Scoates, Frank Brown | | |
| 1. Apologies Ray Jennings, Janette Ely, Adrian Thompson | | |
| 2. Minutes of the Meeting held on 25 th May approved and signed by the Vice Chairman as a true account. | | Comp |
| 3. Booking Officers Report Childrens parties are coming up, christening went well, as did the Pan Afro evening. Tai Chi is starting. Adult weight management group is currently being arranged. Discussed Piazza Wheel possible regular booking. Concern expressed that they had not used armoured cable and used electricity unexpectedly. Electricity would have to be charged and terms upfront agreed with them. SD suggested a kid's corner for 2024 Fleggburgh Festival sponsored locally. SD has drafted a long-term users booking form submitted to JE currently. SD to obtain a rubber stamp for invoices. Induction of new vicar Tuesday 25 th July at Fleggburgh Church, Hall also to be used. JP reported wine glasses would be needed at this event. CM to source these locally or they would be available from ND. SD left the meeting. | SD CM | |
| 4. Treasurer's Report New spreadsheets had already been emailed to committee members and were discussed. May 2023 Accounts were presented. CM reported Barclays bank balance is £29,016.08. CM to complain to Santander about delays in changing signatories. CM will then be able to investigate achieving a higher rate of interest on those monies currently with Santander. CM has signed Lovewell Blake's letter re change of accountant. Following JE's email to Kings Arms, CM has chased outstanding invoice. Standing order will be set up to simplify accounting. CM to email again as necessary. | CM | |

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| 5. Matters Arising Playground equipment CM will change name of this charity at Charity Commission to agree with application already submitted. | (JE) CM | |
| Playground fence repair policy excess recovery JO to chase Church Claims in due course. JO explained that there was an unexpected delay in forwarding the installation invoice before the last committee meeting. | JO | |
| Roof repairs Harlows EA Ltd. have this work scheduled to go ahead. JP reported JE chasing when work will start. | JP, JE | |
| Path tree root damage Discussed quotes received from Burghwood Landscapes, Cowills Building Limited and J Dixon & Son Ltd that had already been emailed to all Committee 25 th June. Comparison grid used to aid discussion. Agreed appoint Cowills Building Limited to carry out repairs to path to school for £2280 including vat quote QU-0020 dated 21 st June. JO to contact Parish Council clerk asking them to fund initial cost to repair this Parish asset. JO to contact Cowills to investigate potential dates for work August preferred. | JO | |

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| <p>Top barrier left open Discussed barrier left open on several occasions. Use of cctv revealed timing issues to be resolved. Agreed install key safe at the gate with users responsible for locking barrier. Agreed a Chubb employee locally to source materials and install.</p> <p>Damage to trees information board on playing field JPA had already reported that the perspex cover had been smashed. Agreed FB to provide materials and ND to fit.</p> <p>New mural suggestion report given before minutes were signed. HS reported costings from an artist based in Wales (Andy O Rourke) £1400 plus vat, also a National Team of Artists for £1800 plus vat and difficulty in communicating with any artists locally. Andy’s Orb design with chosen flora and fauna requires 4 days’ work therefore 3 nights accommodation locally to be investigated possibly reducing costs. Sound insulation boards would have to be primed ready. HS then left the meeting. Later agreed ask HS to investigate possible sponsorship from local businesses that could be featured on the mural.</p> <p>Events subcommittee Jumble Sale 17th June raised £247. Spring and Autumn jumbles are to be held in future avoiding summer period. Beetle Drive 19th August - advertise end of July. Autumn Dance Saturday 23rd September Backtracking booked for the band by JPA. 4th October Murder Mystery Night everything booked. New Year’s Eve – Disco basis and bring your own drinks. CM to chase DJ’s confirmation. Men’s and Ladies health evening being arranged for next year. Jack will be invited to future committee meeting. 12th November - free soup, tea, coffee will be offered after the Remembrance Service. JO to check timings with Mrs Alston and advise of our wishes.</p> <p>Norfolk Day /Fleggburgh Festival 27th July 2024 - Facebook post prompted requests for stalls. Working group - to be created. Bingo and whist drives suggested.</p> <p>Next events subcommittee meeting 11th August 10 am.</p> | <p>JP HS</p> <p>FB, ND</p> <p>HS</p> <p>JPA</p> | |
| <p>Garden watering rota FB and RJ to water plants on Tuesdays, JP on Thursdays, ND on Saturdays</p> <p>Recycling bins area CM reported that the Parish Council would be replacing the fencing around the recycling bins.</p> <p>6. Correspondence Parents had reported School children climbing and jumping onto orange shelter on playing field. JO had contacted Fleggburgh School who had agreed to hold an Assembly and contact school parents. JO to email the school to thank them.</p> | <p>CM</p> <p>JO</p> | |
| <p>7. AOB</p> | | |
| <p>Meeting Closed at 9:27 pm Next Meeting Tuesday 15th August at 7:30 pm</p> <p>Signed..... Date.....</p> <p>Chairperson</p> | | |

