

FLEGGBURGH VILLAGE HALL & PLAYING FIELD COMMITTEE Serving Fleggburgh, Billockby & Clippesby Minutes of the meeting held in the Village Hall on Monday 13th October 2025		
	VHC LEAD/ Action Required	Com pleted
Present: Jackie Payne (Chair), Janette Ely (Vice Chair), Louise Averre (Treasurer), Julie Osborne (Secretary), June Pratt, Ray Jennis, Marsha Birkett, Hannah Scoates		
1. Apologies: Adrian Thompson		
2. Minutes of the meeting held on 2 nd September 2025 were approved and signed by the Chairman and Secretary as a true account.		Com
Little Book stop Opening ceremony was well attended by a broad section of the community. Refreshments provided by Village Hall Committee were appreciated. Water has been getting into some Book Stops installed elsewhere, prompting removal of the Fleggburgh one. Reinstatement due 4th November. 3.Booking Officers Report New phone SIM has improved reception and battery life of booking clerk's mobile phone. Marky D has cancelled his booking. Wok Truck have stopped hiring the car park for the winter season. Audit of regular hire users is being carried out by HS – 6 returns to date. 90 days free trial for Hallmaster booking system now underway. Booking Form becoming Terms and conditions version. Once Booking confirmed, invoice then automatically sent by email. Link to system will appear on Village Hall website when going live. If no email (as a Hirer's choice) - phone calls and hardcopy invoice system possible. Agreed pay reduced to £83 monthly, as requested by Booking Clerk. 4. Treasurer's Report LA reported money received, money spent and upcoming expenditure. Barclays bank balance £32,027.81 as of 13th October.	HS LA	
<u>Matters Arising</u> Overhead barrier Metal link connecting height bar has deteriorated with age. JPa to contact manufacturing company as soon as possible. Grass seeding Front of Bowls Club verge - bulbs already planted would be protected, topsoil from car park extension not suitable due to stones etc, unanimously agreed authorise reseeding. New bus stop site still to be ascertained Bike racks: ordered, await details of maker. Parish Council will arrange installation. Play equipment two swing seat are being replaced by GYBC on a like for like basis. A disabled seat has not been possible due to time constraints. Wooden freestanding climbing wall: grant suggestion from Parish Council Clerk - discussed 10m by 2m size, 14m by 4m area needed for installation. Adult and child use of proposed equipment - climbing sideways one side and target areas on the other Playground. Regrettably, the equipment would be too big for the children's play area where one piece of equipment already needs replacing. Discussed other sites on Playing Field without any success. Some concerns centred around safeguarding i.e. visibility of children using the wall on the other side. JPa to contact Clerk about reasons for decision. Adrian Thompson has advised that 106 monies will be available to improve play equipment. Agreed JO to email him asking for approximate figures to enable getting in quotes.	JPa JO	

Car park extension JPa contacted Planning Officer. Plan to be submitted by JPa indicating position of cctv camera and lighting (as advised by Norfolk Constabulary's Designing Out Crime Officer) dusk to dawn low level constant light system with automatic switch, positioned on floodlight posts at the rear of the Village Hall. Await Natural England's comment about Norfolk Wildlife Trust's comments Portacabins – Painting is well underway. Trees at bottom left of field are down, stumps have been dealt with and grass in reseeded area has already started to come through. Agreement with Filby Wanderers is progressing; dates of hiring for matches are needed for Booking Clerk. Land registration - JO reported that, having contacted Simper and Law Solicitors who have viewed the Trust Deed, Fleggburgh Parish Council have now been confirmed as the owners of the land that encompasses the site of the Village Hall and Playing Field. JO has already contacted Fleggburgh Parish Council Clerk, forwarding the information from Simper and Law, that the Parish Council should register the land.	JPa	
Finance and General Purposes Minutes 7th October 2025 already circulated Santander account – delay in moving funds to Barclays bank account. JPa to ask for an update. Fleggburgh Parish Council are making a grant application from the Electrical Safety Council: 4 drop-in sessions for PAT testing of electrical items for Community (with an information session) to be held in Village Hall - unanimously agreed by committee. Regular hirer groups to be encouraged. JPa to contact Clerk. Insulation quotes – JO has contacted a roofer to quote to upgrade insulation in loft above Foyer, toilets Celia Boon Room and kitchen areas. Quote to improve boarding in loft above Foyer also to be sought. Brambles across path to School at the side of the Playing Field – thanks were given to JPA and MB for clearing these recently. Future planning – seek help next year for path clearing from the Parish Council tidy up group. New key cupboard has been purchased to enable more organised storage of keys.	LA JPa JO	
Main Hall Boiler/heating system update Committee discussed quotes: Barford Heating Ltd £23,100 (incl.vat) to replace boiler only in Main Hall - oil fired warm air system 'upgrade' from existing; Secker's Samsung wall mounted system air conditioning system for all areas of the Village Hall quote updated from 2022 value, £15,010 plus vat; Jax Plumbing and Heating – 2 air source heat pump system to cover all of Hall - £41,402/ £33,902 with BUS grant, 5 radiators in Sports Hall included - plus radiator replacement cost in other rooms and 'small outbuilding' construction cost to house equipment; Finn Geotherm – 2 Panasonic air source heat pumps - £24,022.92 incl. vat/£16,522.92 with BUS grant - no costings for removing oil tank, making good in Hall or any radiator changes; Norfolk Plumbing, Heating and Renewables Ltd – 2 Grant Aeron Air Source Heat Pumps, full decommissioning of oil system, radiator changes, making good included, £31,278/£23,778 with BUS grant. Aiming for sustainable, long term solution, noting decommissioning aspects included in quotes, plus 'making good' work by changing heating systems, warranties, together with lead in times to start work JPa proposed, RJ seconded accepting quote from 'Norfolk Plumbing, Heating and Renewables Ltd.' (lead in time mid-November), subject to ascertaining whether they and/or Powrmatic (designing warm air blowers for Sports Hall) have undertaken a similar project before. Majority vote accepted with two abstentions. Agreed JPa to contact contractor.	JPa	

Events subcommittee Murder Mystery Evening 1st October was a great success. 35 people attended and £126 was raised for Hall funds. Jumble Sale 15th November - helpers needed Floodlights onto existing car park – switching issue (from within kitchen). JPa to contract electrical contractor following their work.	JPa	
AOB Moles: traps have been placed by Mr Burrell last week. Filby Wanderers have been informed to not cut the grass in the treated area thereby avoiding damaging the traps. Remembrance Service Fleggburgh War Memorial, St Margarets Church November 9th – wreath ordered by Adrian Thompson for Village Hall. JE to attend wreath laying. Refreshments to be available in Village Hall. Discussed request from Parish Council Clerk for Parish Council to not pay for hiring of Hall for Parish Council meetings. Electricity and heating costs are incurred during meetings. Agreed a reduced rate of £15 a session (down from £20) to hire the Celia Boon Room should be offered.		
Meeting Closed at 9pm NEXT MEETING Tuesday 25th November at 7pm Signed..... Date..... Chairperson Secretary		