

## WENHASTON VILLAGE HALL MANAGEMENT COMMITTEE

### Minutes of the meeting – September 27<sup>th</sup> 2017

**Present:** Chairman & Village Rep & Parish Council Rep. – Clive Watson (CW); Treasurer – Steve Garlick (St. G); Bookings Secty. - Jane Peters (JP); Zumba - Christine Buttle (CB); Drop In Club - Eileen Hayes (EH); WEA – Tony Gow (TG); Wine Club – Bernard Orme (BOr); Café Reps - Ann Jones and Gus Jones (AJ &GJ); Table Tennis Rep – Richard Atkins (RA); Commons Group – Helen Gairn (HG); Minutes Secty.& WI Rep – Carol Hudson-Jary (CHJ);

**In attendance:** Roger Claxton (RC)

**Apologies:** St. Peter's Church Jenny Jeffrey (JJ); 100 Club -Trish Gower (Tr.G.); Wenhaston Gardeners Club – Viv Kemp (VK)

**Nominated Trustees not attending:** June Tate - Exercise class; Jason Gairn – Snappers.

1. CW welcomed all present. Apologies received as above.
2. **Minutes of previous meeting, July 26<sup>th</sup> 2017.** Agreed by all present as a correct record.  
  
2a. **Matters arising not on the agenda:** Appointment of a new Vice -Chair. No interest from any one, so this matter is not being pursued for the time being.

3. **Matters arising from previous meeting - Noted:**

**Craft, produce and flea market:** Help still needed for putting out and taking down tables. Clive and others to help with clearing up. **Action: CW**

Tony Gow and Helen Gairn to help with putting up signs and bunting. **Action: TW/HG**

- a) **Café Developments.** Café is doing well.
- b) **Car Park Repairs:** Clive has received one quote for resurfacing the car park of £15,000 so far. The project to be reviewed in 2018. **Action: CW**  
  
Helen Gairn to contact David Smeaton-Small with regards to a quote for the slabs. £500 was put to the vote and all in favour. **Action: HG**
- c) **Purchase of Tables, Chairs and Bench:** To be discussed in 2018.
- d) **Cinema:** New films for future and its being well supported.
- e) **Boiler Rota:** Is now covered. **Action: RA/TG**
- f) **Guttering Repair:** Clive to see Jim Lythgow on Friday 29th Sept. **Action: CW**
- g) **Ladies Toilets:** Clive needs to speak to Dean Atkins about the hot water taps in the Ladies Toilets. The work was not completed by the previous plumber. **Action: CW**

- h) **Christmas Bazaar & Raffle:** Eileen has spoken with Mr. Barry Newman and he would like a bottle of his choice in payment for being Father Christmas. £15  
**Action: EH**

Carol, Eileen and Jane to buy childrens Christmas present approx. £50.  
**Action CHJ/EH/JP**

Jane has very kindly offered to provide wrapping paper and sellotape for presents.  
**Action: JP**

Carol and Ann to organize the vouchers and prizes for the Christmas Bazaar Raffle.  
**Action CHJ/AJ**

Christmas Bazaar advertisements to be put in the Warbler in November and also in the Village Hall. Posters to be distributed also.

4. **Treasurer's Report tabled: Inc and Exp 28/7/17 – 21/9/17 tabled.** Income over expenditure =£1583. **Account Totals:** Santander £17,500, Ipswich Building Society: £10,000, The Table Top takings to be removed off the list. **Action St.G**
5. Income from café, cinema, kurling more coming in than going out, which is good.
6. New mop handles or mop heads needed for Sue check at next meeting. **Action: CW**  
Tony Gow to take over the buying of cleaning products
7. **Booking Secretary's Report: Hall Bookings** – August quiet. £200 from Blood Donors this must be kept going. A contact list should be available if problems arise. Clive is the point of contact if problems arise in the Village Hall. **Action: CW**
8. **100 Club:** Everything going fine...
9. **Health and Safety:** A contact list should be available if problems arise. Clive is the point of contact if problems do arise in the Village Hall. **Action CW**

Evacuation sign for step in Doctors Room required. **Action AJ/GJ**

**AOB.**

- a. Viv Kemp to be approached as Village rep **Action CB**  
b. Ann Jones will inform about new rep for Tennis Club. **Action AJ**  
c. Broadband – Steve Garlick to find out the cost and do an analysis  
**Action St.G**  
d. Broadband - Investigation of the Wi-fi at the Hub **Action AJ**  
e. Acoustic Clouds are working well. Noise is still there but Okay.

Meeting closed at 20.44.

**Dates of next meetings: November 29th**  
**Christmas Bazaar 2<sup>nd</sup> December**

Signed: \_\_\_\_\_

*C. Water*

Dated: \_\_\_\_\_

*29/11/17*