



Wenhaston Village Hall
Hall Road, Wenhaston, Halesworth, Suffolk, IP19 9EP
Charity Number: CN 1001694
Custodian Trustees: Parish Council
Managing Trustees: WVH Management Committee

Minutes of Wenhaston Village Hall Management Committee (WVHMC) Tuesday 5th July 2022

Present: - **Chair:** Guy Chinery (GC)
Vice Chair: David Elliott (DE)
Booking Secretary: Sue Mckeown (SM)
Treasurer: Linda Hammond (LH)
Committee Members: Jane Peters (JP), Eileen Hayes (EH), Lyn Gedney (LG), Carol Hudson-Jary (CHJ), Jill Daines (JD), Jan Clements (JC), Mac Mckeown (MM).
Guest attendees: Jason Townsend (JT), Arthur Musk (AM)

1 Welcome and Apologies

Apologies from Kevin Canham. GC welcomed JT as guest replacement representing the Parish Council and AM who wished to address the Committee.

AM said how well the Jubilee Celebrations went and a good day was had by all and thanked everyone who contributed and to look forward to involving the whole village, especially the children, in further activities. He asked that we all put some thought into it over the next few weeks.

2 Minutes of Previous Meeting Agreed as True

Proposed by DE and seconded by MM. DE apologised for not putting an advertisement in the Warbler this month seeking volunteers for key roles as stated in the previous minutes, he said it would be done this month.

3 Matters Arising from last Meeting – None

4 Correspondence

GC had received a letter from Heather Phillips thanking the Committee for the bouquet of flowers given on her birthday and also for all the efforts on the Jubilee Celebrations.

5 Gate – No update on the gate from the Highways Department, GC to check with Parish Council likely usual time delay before following up.

6 Brief Reports From: -

Financial Report and Cash Flow for the period 31st May to 5th July 2022.- LH

1. On 5th July 2022 (09:30) the Santander Bank balance stood at £33,743 and our CAF investment account continues to hold £12,248. The value of the VH Bar stock is £171
2. We currently hold £200 deposits for hall hire bookings and the net value of transactions in the banking pipeline amounts to £-69
3. We have a liability of £522 with Eon on our electrical supply account. We pay by direct debit which Eon have not yet adjusted following our return to 'business as usual' with the recent lifting of Covid restrictions
4. Since our last meeting income amounted to £2,651 and expenses totalled £1,998 resulting in a surplus of £653
 - a. Income was generated from the usual streams of Hall Hire (in particular the Cinema) and our own events, including the Ceilidh to kick off the Jubilee weekend, and Café, Craft Market and Kurling revenue. A private donation of £300 was also received.
 - b. The main exceptional expenditure this month was the expected invoice for the electrical installation report (£864) and replacement of smoke alarms (£171).
 - c. £64 was spent on Jubilee bunting and materials for the tents at the Sports Field Jubilee event
 - d. There was no further significant expenditure on new projects this period
5. Copies of a summary of income and spend by category are available on request.
6. Looking ahead at next month's spend:
 - a. the inspection VH electrical circuits revealed the need for some significant repair work, estimated at £1,396 plus VAT
 - b. The renewal of our boiler servicing contract is due this month. The fee last year was £672.

Parish Council – GC-A member of East Suffolk Health Service gave a full demonstration to approximately 35 villagers on the use of the AED (Automated External Defibrillator) at the Village Hall which was very interesting and extremely informative. GC thanked Glenis Leech for arranging and the Parish Council for covering costs. It was also decided that we would purchase Child pads for the Village Hall AED which would then give the option to cover all ages except under one year old.

Booking Secretary's Report – SM - Invoices totalled £1,489 sent out this month for hall hire, nothing else to report.

Maintenance Report:- MM -

- a) Main doors to be finished this month.
- b) Spare tables and chairs relocated after Jubilee, we can have access through Arthur Musk MM asked whether they would be needed for the village show. Probably will not know until all entries are in, about 5 days before the show.
- c) Weeding completed by MM and JP assisted.
- d) Nathan Hunt the Tree Surgeon could fit in trimming the Oak tree in the car park now if no birds are nesting, or wait until the beginning of September if there are. GC stressed that he would like it done soon as some branches that were dead could become a hazard. All agreed. Quote £150 call out and £80 per hour.
- e) Refresh Hall floor now due, LG to assist MM.
GC asked about the plinth in the Kitchen that needs replacing, MM said he will source some marine ply wood and replace soonest.

GC also enquired about the notice boards that need replacing. After some discussion it was decided that MM would come up with various options for the next meeting and proceed from there.

DE reported that the process of providing Wi-fi to the hall had hit a few snags and was expecting progress soon.

Finally GC enquired whether anyone knew who provided the glass bins and who collected them, it was generally thought that it was probably Norse, Linda Hammond offered to contact East Suffolk Council to find this information.

Cafe – SM confirmed nothing to report.

Cinema – LG -

Two showings in June, the Thursday film with a poor audience made £45, a more popular film with an audience of 35 made £195. The Next film in July is the story of Beach Boy Brian Wilson.

Health & Safety - LG – Nothing to Report.

Entertainment Report – CHJ

Christmas Bazaar date chosen for 2nd Saturday of December all present agreed and date booked for 10th December 2022.

CHJ would like to put on both Christmas Party for village and the local school children and something over Christmas for adults, as it had been a long time since anything other than the bazaar had been put on in the village around Christmas time. This was thoroughly discussed and loosely agreed that we could put on a catered meal and dance/disco for the adults sometime in the first 2 weeks of January and an after school party for the children in December with a known entertainer. CHJ & GC to discuss with the Head Teacher.

CHJ suggested Helen Hayes, singer and Band, “Out of Nowhere” play at the VH, all agreed on the date of Saturday 15th October 2022 at a cost of £210 for the Band. MM plans to put on a music night to include The Black Deek Band and Friends and suggested a date of 3rd September to be confirmed.

GC would like to have a Race Night in November and asked whether anyone knew how to proceed. To be investigated.

GC asked JD as she has some dealings with the Community lunches whether they actually need a double cupboard which has been locked open and could they swap with a single one. JD to enquire.

7 Looking Ahead: - GC

Meeting to take place this week with members of the Parish Council and advisors to discuss CIO.

Brain Storming update and Bar Manager suggestion both deferred to next meeting.

8 Any Other Business: -

JD pointed out that the Head Teacher should be called Head Teacher and not Head Master.

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9 Date of Next Meeting: - Thursday 8th September 2022.

GC Brought the meeting to a close.

A handwritten signature in black ink, consisting of a series of loops and a long horizontal stroke at the end.