

SNETTISHAM MEMORIAL VILLAGE HALL & PLAYING FIELD

Charity No. 304065

MINUTES OF THE MEETING HELD ON MONDAY 7th AUGUST 2023

Present: Peter Bradshaw (PB); Arthur Clarkson (SC); Linda Standeven (LS); Jan Sexton (JS); Jackie Walker (JW); Paul Herbert (PH); Rebecca Chilvers (RC); Ross Hunter (RH)

1. PB welcomed all to the meeting. Apologies for absence – Val Douglas; Jacqui Penty
2. Chairman's Report – my thanks to our officers for their work during this period. My thanks to all who have taken on extra responsibilities. Barclays account problems very quiet - completed a final document over two weeks ago.
My thanks to our fund raising ladies for their continued work on events that have been held to raise funds for the MHT – I.e. coffee mornings and bars and for all other work undertaken over the past month and to all who have donated items.
Grass cutting- my thanks to Linda and John for their continued support.
We have suffered a double breakdown with our machinery - both the Toro and John Deere with broken drive belts ten days ago. We have managed to get both machines back up and running with the help of Lawn Boy for the Toro.
For info – we have a tree down in the top corner of the dyke which will need to be cleared and removed as soon as we can.
My thanks to Kevin and his team for arranging the repair and levelling up of the ground in the far gateway of the playing field.
My thanks to Rebecca for her social media reporting and the website information.
We have an Allotment car boot on Sunday 20th August - any help if possible would be greatly appreciated.
My thanks to anybody I may have missed.
3. Minutes of July 2023 agreed and signed.
4. Matters arising from the Minutes – None
5. Treasurers Report – RH circulated up to date accounts and advised he had been concentrating on costs with particular focus on utilities -

payments and contracts and successfully moving us from SSE to EON as our supplier at a better rate and fixed for two years – he is looking to have a smart meter fitted.

The Pavilion is now on a two year fixed rate deal with an outstanding debt of £1556.60 which has to be cleared so he has arranged for this to be paid back at £100 a month then the monthly payment will reduce to £159. This is currently the same as the Hall so needs to be investigated. The accounts are now on line as is the water bill which we are currently paying £125 a month to clear outstanding debt. The Pavilion account was registered in a Trustees personal name but this has now been corrected.

The licensing bill has doubled to £180 but this is fixed by central Government so no leeway.

The insurance is a good policy with company who concentrates on village halls and provides adequate cover for our needs – there is no reduction for installing an intruder alarm. RH does need to check the policy covers all our buildings.

The occasional occurrence of events such as the dog show may not be covered but these are usually run by another organisation and will therefore be their responsibility.

For the following month RH intends to concentrate on income and breaking down the amounts against their headings.

PB on behalf of all Trustees thanked RH for all his work on the, accounts.

6. Minutes from Pavilion Subgroup Meeting – PB circulated minutes and ran through contents – key points were: PB had advised the group the MHT were not comfortable with registering for VAT – it was recorded we were awaiting our best options.

A villager had given a very generous donation of £4000.

The recent Barn Dance had raised over £3000 clear profit.

Submitted a £50,000 grant application to the Offshore Wind Company and expect a response by the end of August.

Also submitting a further grant to Norfolk County Council for £200,000 and started the process for applying to the National Lottery; Sport England and a few other providers.

The website is to be kept up to date and with VE day approaching Peter Everingham will put something on the website regarding this.

PB has arranged for two banners to be made at a total cost of £45 to advise the public where we are re fundraising.

Other fundraising ideas are being discussed such as a plaque listing those who have donated / buy a brick.

PB had requested on behalf of MHT Trustees a timeline – subgroup felt this was difficult to quantify as it is based around the fundamental but the hope is the project gets underway in spring and finished by late 2024 with a start made before Christmas 2023 to secure the terms of a grant.

7. PC Request re Play Area – PB reported on a recent meeting with representatives of the PC to look at their request to increase the area for their play equipment they are looking to purchase. Following discussion all Trustees were in agreement for this to go ahead. JS to write to PC.

PH asked LS if PC are to put up signs re 'No Dogs' in play area - LS confirmed this was to be done

8. Card Reader Progress – PB had circulated information to Trustees via email re card readers now we have WiFi – small machine costs £45 approx and a larger one in a cradle which is a scanner, reader and printer costing £159 – all agreed to go for better model.

PB further advised he had acquired free of charge the smaller model and it is understood both machines will work if used at same time – ie at bar functions, etc.

9. TV for Memorial Hall – PB advised although this has previously been agreed by all to purchase he had received information from RH re deals he can get from Curry's reducing the price by 5% - need to buy a suitable bracket which may be approximately £250
All agreed RH should purchase and a further reduction could be had if trade in old TV – PB was to investigate.

10. Mower / Machinery Expenditure – PB had previously emailed to all the invoice for parts and it had been discussed at Julys meeting re belts and new pulley - £310 approximately- the belts have now been purchased so pulley will be around £250 inc VAT – would like to purchase towards end of year after servicing – all agreed PB to progress.

RH advised £500 has been allocated for machinery repairs etc.

PB asked JS to write to school headmistress re overhanging trees near Pavilion – in first instance RC to email deputy head to resolve issue.

PB requested JS write to Mr Schuman re overhanging trees / branches on Hall car park.

11.AOB – **RC** – requested assistance with the printing of posters – PB to do printing.

RC – re October Craft Fair – she has seven bookings to date – she requested Trustees to share information to promote event – RC to send poster and details to all.

RC – request from Bobtails to borrow Tombola drum for Village Fete – agreed.

RC – Events Committee have requested the top gate be opened for Fete for the Classic Cars – agreed.

RC – enquired what MHT are doing at Fete – LS advised we planned to do food/teas and coffees and cans from Pavilion hatch area and Kevin Penty has agreed to run beer tent.

LS – Bar cover – 18th August – LS and RC

19th August – AC and Jacqui Penty

LS – confirmed the Allotment Car Boot wanted food etc as per MHT events - PB confirmed and advised helpers should be on field by 7.30 am. AC to ask Bob Almey to assist and also for MHT car boot on Bank Holiday 28th August. Other upcoming events are Bingo on 22nd – available to help LS; JS; JW and RC – RC to put posters around village and on Facebook, etc.

PH – advised of rabbit holes appearing on field.

LS – if a reasonable price could backing boards be purchased for the basketball hoops as she has had enquiries – PB we need to know they will be used before considering purchasing.

PB – advised the Pavilion car park is to be closed for several days to allow for maintenance whilst school is closed and he will inform PH of dates as it may impact on Cricket Club.

Meeting closed at 8.00pm

Signed Dated

Date of next meeting – 4th September 2023 @ 7.00pm

