

SNETTISHAM MEMORIAL VILLAGE HALL & PLAYING FIELD

Charity No. 304065

MINUTES OF THE MEETING HELD ON MONDAY 2nd OCTOBER 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
2. Chairman's Report – my thanks to our officers for their work during this period.

My thanks to our fund raising ladies and to all who have assisted with bars and other events.

My thanks to Mike Proctor and David Bocking for the new flag that has been purchased for us – JS to write to thank them.

My thanks to John for the loan of his chainsaw which we have used to cut down the tree that had fallen into the dyke. We have also taken the opportunity to cut back some growth from other trees alongside the dyke.

Our new support screen has been purchased along with the bracket for use in the Hall and my thanks to Ross and colleagues who helped with the fitting of this last Friday which was an interesting task.

Grass cutting- my thanks to Linda and John for their continued support.

We have had some serious problems with water ingress into the Hall which we are still trying to get sorted – now resolved.

My thanks to Rebecca for arranging quotes for new curtains and cleaning for the Hall and her work on the posters on display throughout.

My thanks to Paul for the support with grass cutting and a big thank you to Michael who has cleared the rubbish.

LS advised the children's play area grass should be cut by a man paid by Parish Council but when he sees it is cut he doesn't attend but he hasn't submitted a bill – agreed the Trustees going forward would stop cutting this area to await outcome.

My thanks to anybody I may have missed.

3. Minutes of September 2023 agreed and signed.

4. Matters arising from the Minutes – None
5. Treasurers Report – RH circulated up to date accounts prior to our meeting via email. The month had seen income of £2500 but costs had been high with the bar needing restocking. The bill for the TV and accessories costing approximately £800 will be covered in Novembers accounts.

Still awaiting the new bill from Eon.

Other bills such as water and Pavilion are as expected.

RH expressed some concern at the investment as feels the money is at risk so looking at possible alternatives.

The Barclays saga continues but PB reported it should soon be sorted.

PB expressed concern the Pavilion electric bill seems high – RH advised it is based on historical usage.

6. Discuss Quotations re Curtains and Cleaning – RC reported she had received a quote from Impact Cleaning and she ran through the details – costs for our basis requirements range from £280 per week to £450; a previous quote for two local ladies was £18 each per hour for a deep clean and £16 each for regular work.

Following discussion, it was agreed we need to advertise locally and on Facebook and our website for a cleaner to do approximately 8-10 hours a week – RC to work on advert in discussion with PB.

RC passed around a sample of material re new curtains – we had previously had a quote from a local curtain maker of £4230 just for the curtains but this offer had now expired. RC had received another quote for £2383 but it was considered as it was so cheap the material would not be black out/fire resistant. Needles and Thread had provided a very detailed quote itemising cost per window - £5576.82 total. RC advised the company had very good online reviews.

Proposed to proceed by AC; seconded by JW with all in favour
RH to contact company to try to negotiate a reduction in support of us as a charity.

7. Update – Pavilion Meeting – PB circulated minutes from the last subgroup meeting and ran through main points. (Copy attached to Minutes)
8. Repairs and Maintenance Update – roof issues appear to have been resolved.

PB advised of various little jobs requiring attention- emergency lights, John Deere and end of year maintenance for cutting equipment- not major costs.

MUSA requires paint – a new volunteer has been in touch and offered to help in this area alongside AC.

9. **JS** advised group of a recent response from Mr Schumann regarding tree cutting. PB requested JS write to Mr S re the damage to the field boundary wall by his fallen tree.

LS advised the PC had checked the trees by the roadside are our responsibility.

RC had been asked by Clare Sanders the time she can dress the chairs on Thursday prior to her wedding Friday – LS advised after 8pm when Slimming World would have vacated the premises. RH to check bank account re the payment being received.

RC confirmed she had found a Santa for the children's party and to advise him to arrive between 6-6.30 pm – RC to ensure he has outfit.

RH – architects are coming to look at the proposed new bar area at 9.30 on the 12th.

AC commented on the number of cars using the Pavilion car park – possibly increase is down to the bistro.

LS – requested help with bars

14th October- LS & JS

21st October – LS & AC

2nd December – LS & RC

9th December- LS & JS

Xmas Party – PB & RH

LS – reminded all of forthcoming events – Bingo on 17th October

Doctors Surgery meeting – Tuesday 3rd October

MHT Craft Fair – 27th October

PB – requested replacement ink be purchased for RC for the printing of posters and flyers – all in favour.

Meeting closed at 8.10pm

Signed Dated

Date of next meeting – 6th November 2023 at 7.00pm

