

SNETTISHAM MEMORIAL VILLAGE HALL & PLAYING FIELD

Charity No. 304065

MINUTES OF THE MEETING HELD ON MONDAY 8th JANUARY 2024

Present: Peter Bradshaw (PB); Arthur Clarkson (SC); Linda Standeven (LS); Jan Sexton (JS); Rebecca Chilvers (RC); Ross Hunter (RH)

1. PB welcomed all to the meeting. Apologies for absence – Jackie Walker; Val Douglas; Paul Herbert
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, parties, bingo, posters and other events.

My thanks to all who assisted at the children's Xmas party – another great success and also the putting up and taking down of the Xmas decorations.

My thanks to Paul and Edward for their support with equipment and labour to help us clear the disaster at the top end of the field – the dyke which had flooded onto the top part of the field in volume. Anglian Water has looked at our pipe problem at the front of the Hall – not sure of the outcome at this moment.

Our CCTV system is now once again fully operational in all but one camera.

My thanks to Ross for his continued repairs and painting work to the damaged window areas.

Wednesday last we planted the new trees on the roadside of the field – my thanks to Jason and Linda for their help and to Norfolk Landscapes for their very kind donation of the trees.

We have also put in the new metal post at the front of the Memorial Hall entrance – we are just waiting now to paint the chain.

We have had to remove the flagpole as one of the brackets has been damaged in the winds – parts will be sourced to repair in due course.

Rebecca has kindly requested the return of the curtain ladies and their fitter to complete adjustments to the large window area at the bottom of the Hall.

We have now managed to source two new taps at an excellent price of £20 the pair for the gents toilets to replace the faulty ones – these just need fitting now.

We will be starting this week with many electrical project works that are required in the Hall from checks to fitting new equipment- these works will take several weeks during January.

Finally my thanks to anybody I may have missed.

3. Minutes of December 2023 agreed and signed.
4. Matters arising from the Minutes – a) PB Fire Escape Repairs – updated all he had spoken to the man who had confirmed he would attend site within the next few weeks to carry out the work.
b) Pavilion Group Meeting – PB advised he had emailed points previously raised by the Trustees but the next meeting is still one week away but in February both Edward Stanton and Jonathon are attending our meeting to give a full update.
c) at previous meeting we had all agreed to purchase a small gift for John Standeven as a thank you on his retirement – PB had purchased a good whiskey and along with a signed card given it to him at Xmas – LS advised he was very pleased and sent his thanks.
5. Treasurers Report – RH had sent up to date accounts by email to all and he ran over key points – advised three accounts now set up being current account; pavilion account and another to take card payments received from the bar sales, etc. RH advised we should batch and send any invoices/bills we need paying to him with a cover note to confirm it is ok to pay. He reported we had incurred some high expenditure over the month due to the new curtains. PB enquired the cost for the children's party – LS advised after raffle, etc the total loss was £38.04.
6. Request of Use of Field by Junior Football – PB reported two young teams had played on the field on Saturday – he had checked the field after and very little damage made. They have requested use of field for two pitches – all agreed this could go ahead but need to decide what charge should be made – PB to speak to organisers and try to gauge what funds they have available.
7. Update on Outstanding Jobs – PB thanked all concerned as four indoor and four outdoor job have been addressed since last meeting.
8. Addressed in Item 4

9. Update re Events Committee – Emma Carey had sent letter to PC and MHT thanking us for ongoing support especially at Xmas Fair – then addresses items in container – specifically the lights and lists work needed to make them safe to use. However, she informs the main restriction for use is the high cost of insurance hence as they don't own the lights and they are taking up valuable space she requests advice on disposal - RC confirmed they are heavy and bulky so just get thrown out of way when accessing other items. LS advised advertising them in the village with note they will be recycled/ disposed if not claimed – RC to do posters and advertise on Facebook and give timeline of one month. PB requested the lanterns be retained – RC confirmed these are to be refurbished.

10.AOB – **RH** – any news re the damage to the wall – JS advised she had to date had no further information but would email Mr Schumann requesting update.

RH – curtains update - RC had been in touch with the company who had advised the problem with the track for the large window at end of Hall was set up so curtains did not sit in the middle so they had repaired the old track but it appears this has now come to end of life. They were advising rather than source another similar track it may be cheaper for us to have a pole instead – proposed AC; seconded RC with all in agreement- RC to liaise once company returns from Xmas break and ask for the remaining curtains to be put up.

RC – requested dates to enable her to do posters specifically car boots and D Day dance – has done bingo; coffee mornings and indoor car boot. PB will discuss car boots at next Pavilion group meeting and advise RC. Re bingo dates – JS requested the February event be cancelled as LS would be away and therefore not enough helpers to cover the evening.

LS – for info – NSCP and Safer Programme- we had had a bill from Norfolk County Council for this – it is related to cover for children using the field - we have paid 2023 but they are saying we owe for 2021 and 2022 – we have been a member since 2017 and it allows us training and other opportunities which we have not accessed. LS to obtain more details re the scheme and to query the outstanding invoices.

PB – enquired if we had any update from the architect – RH advised this was still ongoing.

RH – enquired if we had any money raising events in the near future
– LS advised we had a few bars booked – JS suggested we use photos especially those from RH’s party as the Hall had been exceptionally decorated – RC to use these and some from a recent wedding reception on posters.

Meeting closed at 08.20pm

Signed Dated

Date of next meeting – 5th February 2024 @ 07.30pm