



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 11th June 2024 at 19.15

Committee Members:

Present:

Susie Cooke (SC), Bob Rixon (BR); Eileen Hayes (EH); Jane Peters (JP); Angela Corsan (AC);
Mike Wilkinson (MW); Suzanne McKeown (SM), Fran Desborough (FD), Sarah McLaughlin (SMc)

1) **Welcome & Apologies:** SC - Welcomed everyone. Also welcomed Liz Cuningham (Guest)
Apologies: Carol Hudson-Jary (CHJ), Kevin Canham (KC)

2) **Minutes of Previous Meeting Signed off:** SC - Proposed by JP and seconded by BR.

3) **Matters Arising:** SC –

- **Water Leak in Car Park-** now fixed. SC to check with insurers of whether a claim will affect our premium next year. Once advise given a decision on whether to claim under insurance or whether to pay direct
- **Smart metre fitting from electric co** – SM. 12th June 8-12. However this will be cancelled due to it being a Wednesday when Post Office has a Cash delivery and need Electricity to book it in. SM to reschedule the appointment.
- **Carpark sign** – A thank you to Roger for erecting it.
- **Event for 18th May (The Remains of the day) cancellation.**
Discussion on contribution towards costs as suggested by David Green in his email at the time of cancellation. Committee agreed to pay 50% £55. Check cancellation policy for future bookings and have pre-paid tickets rather than pay at door for similar events. (Proposed by ALL)
- **Electrical quote for sensor in ladies and disabled toilets.** One of two quotes received from Electrical companies. It was agreed to go ahead with this quote from Milne Electrical.
(Proposed by EH and Seconded by LP)
- **Proposal for new lights and sensor in corridor.** A Quote from Milne Electrical agreed.
(Proposed by EH and Seconded by LP)

- **Cleaner – holiday cover** – Need a volunteer to clean toilets, tidy round and empty bins etc on Wednesday. Thanks to Volunteers are SC/LP/MW
- **Notice Board** – Committee names and contacts to be added to notice board outside VH
- **Voting on important and urgent matters** - to be done via email rather than wait for next meeting agreed. (All agreed)
- **Whats on Notice board**- Position changed to the opposite wall from entrance to café as its more prominent for people to see. To move pictures to opposite side of Café.
- **PIR Lights in Car Park** – To obtain quote for Tom Milne. (Proposed by MW and Seconded by EH)
- Discussed the idea of having a Wild Flowers area to encourage wildlife, bees etc. SM to investigate what is available.
- **Clean up Working Party**- After Café on Saturday 16TH June a working party (Volunteers from Committee) to cut grass, clean windows, weeding and general clean up outside of VH. SC to email for volunteers.
- **Hanging baskets** – these are looking lovely, thanks to Sue and Mac, Jan and Richard for planting up.
- **Groups not cleaning up after hall hire.** SC to email all groups reminding them that they must clean up and leave hall as found after their use.

4) Correspondence

- **Kitchen refit quotes to get an idea of budget needed**- Two quotes received so far (£19K and £46K) we are waiting for a third quote. To investigate how we can fund this, CHJ and SC to speak with other Village Halls to find out how they funded their Kitchen refit projects. To report back at later meeting. Once we know we have the funds further discussion with Kitchen users to get ideas/ needs for the new kitchen.

5) Any other Business

- **Craft Market**- Footfall slightly up on previous month of 100
- **Wheelchair in Disabled toilet is an H&s issue.** To be moved to the corridor just past the toilets.
- **Outside Café Sign not very clear**- To be modified with the help from SMc who will paint it so that it is more readable.
- **Card Reader**- There is an issue with the login details, CT to speak to Sum Up to rectify this.

6) Date of Next Meeting – 9th July 2024

7) SC Closed the Meeting at 20.42




S. Coode