



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 9th July 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) Liz Pitkeathly (LP)

- 1) **Welcome & Apologies:** SC - Welcomed everyone
- 2) **Apologies:** Carol Hudson-Jary (CHJ), Kevin Canham (KC), Carey Taylor (CT), Helen Jones (HJ)
- 3) **Minutes of Previous Meeting Signed off :** SC - Proposed by MW and seconded by EH.
- 4) **Matters Arising:** SC –
 - **Hall floor- Moisture issue.** Visit from Ed Hyde, Floor Specialist.
 - Roger has been taking regular readings of moisture levels at each side and corners of Hall floor. Conclusion; Curling of floorboards most likely due to heavy constant rainfall for 6 months. Only sand and rubble underneath . It is not a concrete floor as per the rest of the building. Roger will continue to monitor.
 - Water table levels have been obtained by Nick Amery.
 - A big thank you to Roger for putting in so much time and effort to do this for us.
 - In addition SM advised that the drains are being blasted and cleaned on Monday 15th July thanks to Mike, Mac, Roger and Guy who will investigate further.
 - **Events** – A discussion was had and Pre-paid tickets, Early bird prices, continue on the door ticket sales. A discussion was had by all and agreed that Tickets should sold before event to cover any costs incurred and then door sales continue to be offered on the night depending on the event and if there were tickets left.
 - **November Event ideas-** Possibly Black Deek Band and Friends, Matt and John, The Shantys and John Ward were suggested.. Mac to advise and discuss with Carol.

5) Correspondence

- **Kitchen refit quotes to get an idea of budget needed-** three quotes received.
 - **Funding for Kitchen** SC and CHJ to visit Westleton VH and other nearby VH for research on how they achieved funding
 - **Consultation with Kitchen Users-** Once research has been carried out there will be a consultation with all main users of the Kitchen regarding needs and designs.
- **Holton Breakfast-** SC and CHJ did some research and attended the Holton Big breakfast and reported back was very good at a cost of £8. This created a discussion on whether we should increase our costs for Mens Breakfast and Ladies coffee Morning. To discuss further at next meeting.
- **PIR Sensor Lights** – these have now been installed in corridor and Ladies and Disabled Toilets
- **Flood lights for car park** cost of £306.60 (Tom Milne quotation refers). It was agreed to go ahead with the work and to use the proceeds of Karens donation of £200 to go towards this work and the VH fund the remaining £106.60. proposed MW and Seconded JP.

6) Treasurers Report- See attached

7) Any other Business -:

- **Craft Market-** Footfall lower than last month of 79
- **New Hose Pipe needed.-** To purchase one from Amazon approx. £58 for a 200m long expandable type that is lightweight. Proposed by SC and Seconded by EH
- **Keys-** SM asked if our insurance policy stipulated if there was a limit on the number of keys in circulation. Currently 40 keys are distributed to various groups who use the Hall. SC to check insurance policy.
- **Events in the Village- Where are they advertised.**
 - Warbler
 - Wenhaston Parish Council Website
 - Facebook page (when details are provided to Admin (Angela Corsan and Elaine Thody)
 - What's on Wall in Café

- **Daisys and Wild flowers-** it was suggested to have Daisies and flowers that encourage butterflies and Bees round the edge of the car park. SM to research and report back next meeting.
- **Shrubs at side of Hall.** Need to find out how they are pruned and cut back. SC to speak to Sally.
- **Cleaner-** Currently paid for 5 hours per week. This needs to be reviewed as some areas of the cleaning is being overlooked. SC to review her schedule and speak with Cleaner to discuss if we need additional hours.
- **Alcohol stock-** The stock needs to be checked for the Quiz Night BR to speak to Carol and Purchase what is required.

8) **Date of Next Meeting – 13th August 2024**

9) **SC Closed the Meeting at 20.53**



S. COOKE

Wenhaston Village Show 2024

Donations :-

Wenhaston Parish Council	BACS payment	£250.00
Wootens Nursery	BACS payment	£ 50.00
Raffle takings	CASH	£249.00
Jane Bastow	CASH	£ 45.00
Cash donations on the day	CASH	£ 13.62
TOTAL INCOME		£607.62

Expenses :-

Wine for Judges and Rebecca	£ 19.00 cash
Childrens art prize	£ 7.99 cash
Judges Fees	£ 30.00 cash
Trophy Engraving	£ 95.45 cash
Hetty's Printing	£ 6.00 cash
Leiston Press Printing	£187.20 paid by WVH
Black Table Covers	£ 14.99 paid by WVH
TOTAL EXPENSES	£360.63

Total Profit £246.99

To be paid into Wenhaston Village Hall Account

Cash £149.18

Cash taken on the day £307.62

Cash paid out £158.44

Cash to pay in £149.18

Donations not included :-

Seed potatoes and prize for heaviest haul!

WVH wine for Raffle

Tallest sunflower prize

All raffle prizes

Childrens Prizes

Raffle tickets

Printing of Flyers and Posters