

Great Cressingham Village Hall Committee Meeting
Thursday 18th April 2019 at 4pm

1) Welcome and Apologies

Present:

Merrick Smith, Anna Smith, Sally Lovick, Ann Jarvis, Elaine Schofield, Keith and Pauline Ford, Lavinia Chapman, Pat Newman

Apologies:

2) Minutes of previous meeting and matters arising

The minutes of the previous meeting were accepted.

- The Parish council are in the process of purchasing 2 notice boards for the Village Green and to the right side of the church gate.
- Darren is not able to move the wood from the felled tree and so Hookie has agreed to take it away.

3) 120 Club

Winning ticket 2, S Jarvis

4) Finance

Income	£367.76
Payments	£174.77
Assets	£4,327.34

5) Items to be raised for discussion by committee members

a. Easter Saturday Event

ES is donating a Reflexology Treatment voucher to the Easter Saturday Event Raffle.

It was agreed that AS would keep the Waitrose £10 voucher and buy 60 hot cross buns from Tesco at a cost of 6 for £1.

AS outlined the plan of the hall and went through the list of people working each area. It was agreed to meet at the Village Hall on Saturday morning after 10am to set up.

ES will arrange to collect the chocolate cake from the Windmill.

b. AS Information for Signpost

Bingo - Saturdays 1st June and 13th July

Quiz - 7th June and 9th August

Coffee/Nostalgia Morning - Saturday 1st June and 6th July 10am to 12 noon

Horticultural Show – Saturday 27th July 2.30pm

c. Village Hall

Lighting – SL has arranged to have all lighting in the Village Hall replaced plus 2 stage lights.

The strip lighting upgrade will cost £864.19 including VAT. Two other quotes came in at over £1,000. A PA system is also going to be installed with 2 speakers either side of the stage which includes microphones and a wall mounted CD player at a cost of £1,961.64

including VAT. PAT testing is due shortly and SL will ask how much LTS Sales and Hire Ltd would charge to do it. The outside lights will need updating at some point but we will reassess funds at a later date. We are still waiting for a VAT return of approximately £500.

d. Auditor

SL informed the meeting that the auditor will be doing the Village Hall books at the end of April and the AGM will follow in one of the scheduled Village Hall Committee meetings.

e. Coffee/Nostalgia Morning

PN has produced a poster for the event which needs minor editing.

f. Booking

Due to information on the new website SL had a request to book the Village Hall for the 8th June which unfortunately clashes with Bingo. The decision was formalised to bring the Bingo forward by one week and take the booking for the 8th June which was from a lady in Little Cressingham.

There is also a wedding in St Michael's in October and a Village Hall booking for the Reception.

Elections are booked for the 2nd May and the 23rd May 6.30am to 10pm.

g. Gents toilets' flushing system

The flushing system in the gents' toilets was not turned off after the last Quiz so continued to flush until Monday morning. MS made the following suggestions:

Move the switch lower down?

Put a notice by the light switches?

Create a Village Hall check list?

Make a device to turn it on and off without the need to use the ladder?

6) AOB

MR asked if the under 16 photo category at the horticultural show covers the same subjects as the adults and it was agreed it does.

Meeting closed 17:15

Next meeting Thursday 30th May 2019 at 4pm or, if there are European elections, the 23rd May at 4pm

Signed by Merrick Smith, Chairman

Date