

Great Cressingham Village Hall Committee Meeting
Thursday 31st October 2019 at 4pm

1) Welcome and Apologies

Present:

Merrick Smith, Anna Smith, Elaine Hatherly, Lavinia Chapman, Pat Newman, Maxine Robinson

Apologies:

Sally Lovick, Ann Jarvis, Keith Ford, Pauline Ford

2) Minutes of previous meeting and matters arising

The minutes of the previous AGM meeting were amended to include Pat Newman, Pauline Ford and Keith Ford as present and were accepted as an accurate record.

The minutes of the Village Hall Committee Meeting which followed the AGM were accepted.

- SL has arranged for the new lighting to be fitted in early November.
- MS has submitted the annual return to the Charity Commission and the committee members' list has been updated.
- EH researched the cost of metal teapots and milk jugs at The Range and found that they were not particularly cheap.
- MS will remind Hannah Scott, Clerk to the Parish Council to add Hedge Cutting to the PC meeting agenda on the 26th November.

3) 120 Club

This will be drawn at the Pudding Night tomorrow as SL is unavailable tonight.

£100 prize won by ticket holder 45, Geoff Blundell

£50 prize won by ticket holder 92, Sandra Wright

£25 prize won by ticket holder 28, Graham Ford

£10 prize won by ticket holder 108, Jane Langham

£5 prize won by ticket holder 71, Victoria Rutterford

4) Finance

Finance update to be given at next meeting on the 5th December.

5) Items to be raised for discussion by committee members

- a. A number of tickets have been sold. Committee members MR, PN, SL, MS and AS will meet to set up at 6pm tomorrow. AS will purchase paper plates and bowls and forks and spoons.
- b. MS gave update above.
- c. MS distributed paperwork to committee members and briefly went through the main points. The committee will peruse these and forward any comments to MS. EH suggested putting a fridge thermometer inside the fridge for ease of checking the temperature is under 7 degrees as per regulations. It was agreed that MS would purchase one. AS will buy notebook to keep on fridge to record temperature at events with headings for date, time, temperature, name and signature.
- d. No PC meeting held since last update.
- e. Signpost dates checked. AS will contact Paul to see which date he has booked for the quiz in February.

f. Future Events

- i. Stalls for Christmas Fair – AS Cakes ‘n Bakes, PN Refreshments, EH and daughter Floaters, MR Cards, LC Floater/Tombola, MS Raffle. Will need to discuss with SL before the next VH Committee Meeting.
- ii. AS and MS put forward a suggestion of a ‘Games and Fish ‘n Chips Supper Evening’ for Friday the 31st January. AS has spoken to Gary of Gary’s Plaice, Watton and he can deliver the fish and chips for a discount cost of £5.50 per adult and £2.50 for a child /OAP portion. There is a vegetarian option available. He puts a pineapple in one portion and the person who gets it wins a bottle of wine! It would be hoped that people would bring games but some could be provided by committee members. Additional costs would be Ketchup, Brown sauce and Salt and Vinegar. Only tea and coffee would be served as people could bring their own drinks. A suggested price of £8 per adult ticket and £4 per child/OAP ticket was discussed. It was agreed that the sooner we start selling tickets the better as we need as many as possible to attend to make it a worthwhile order. Start at Quiz, Bingo and Christmas Fair. People must present their ticket in exchange for their supper! AS will contact Gary again and ask if an OAP portion is the same as a child’s portion, if any sort of cutlery is provided, if ketchup, brown sauce, and salt and vinegar are provided at additional cost and when does he need to know numbers.
- g. Easter Saturday falls on the 11th April 2020. The theme will be ‘Wildlife Safari’ and the day will follow the usual pattern of previous years.

6) AOB

AS – Diary Dates deliveries. The members of the Committee agreed to share the delivery load as follows:

MR – Watton Road, The Butlands, Village Hall

AS – St Michael’s Crescent, The Street

LC – Priory Drove

EH – Chalk Hill and the 2 outlying houses on the way to Little Cressingham

EH – From Holly House up to Water End Farm

PN – Little Cressingham including group around the windmill

Meeting closed 17:50

Next meeting Thursday 5th December 2019 at 4pm

Signed by Merrick Smith, Chairman

Date