

## Draft Minutes of the meeting of Walsham le Willows Community Council Executive Committee on 7<sup>th</sup> February 2017.

1. **Those Present:** R Barber, M Barber, T Roberts, R Belson, S White, J Nielsen, J Bloomfield, I Bartholomew, R Hubbard, J Hubbard, K Rotheron, I Campbell, K Stockton, B Wills, J Clark and M Mansfield. Visitors: S Rossiter and E Wade.
2. **Apologies for absence:** K Boardley, E Thurlow, J Thomas
3. **Approval of Draft Minutes for the meeting held on 3<sup>rd</sup> January 2017:** J Bloomfield proposed and J Nielsen seconded the motion. This was agreed unanimously.

### 4. Matters Arising:

- 4.1 Observer Matters – J Bloomfield reported that covers have been booked for May and August editions. We have two new advertisers.
- 4.2 The dusk to dawn light outside the Memorial Hall is still not working. Keith has contacted Brian Kirby.

### 5. Events

- First Aid Course – There are 9 possible ‘takers’ at the moment. Rob will contact possible providers.
  - 3<sup>rd</sup> February – Cinema – Bridget Jones’s Baby – This was very well attended and netted £96.
  - 11<sup>th</sup> February – Valentines Dance – The Disco is already paid for and the Six Bells will be providing the bar on the night.
  - 13<sup>th</sup> February – This will be a Fish & Chip lunch. James Turner will put out some new photos from History Group and will record comments. There will be board games to play. Jean and Shirley will make tea and Jacqueline, Mick and Shirley will make cake.
  - 10<sup>th</sup> March – Cinema – Film tbc
  - 25<sup>th</sup> March 2017 – Disney Princesses Show - postponed
  - 1<sup>st</sup> April – Eastern Angles Touring Theatre – The Strange Undoing of Prudencia Hart – Richard has posters and tickets and will do a short article for the March Observer. Tickets will be in Coffee Shop, Rolfes and from Richard. Ticket price is £10, £9 for concessions.
  - 8<sup>th</sup> April – John Hubbard’s Musical Evening – live music, six acts covering Folk, Jazz, Country, 60s, etc. Tickets £10, £12 on the door.
  - 21<sup>st</sup> April – Cinema – tbc.
  - 19<sup>th</sup> May – Disney Princesses – revised date
  - 25<sup>th</sup> June – Sale Trail – date changed as clash with Father’s Day. Rob will draw a village map and mark sites.
  - 15<sup>th</sup> July – Cabaret Show - cancelled
  - 2<sup>nd</sup> September – Jumble Sale in MVH – Jeannie will organise
  - 6<sup>th</sup> October – Village Quiz – Jeannie to contact Janet re use of Priory Room.
  - Christmas Fayre – possibly on 26<sup>th</sup> November – Jeannie will check use of Priory Room and when Walsham Artists will hold their event.
  - Old Time Music Hall and Cabaret – flagged up but no date yet
  - May Day event – members were encouraged to bring ideas to next meeting when it will be discussed.
  - New Year’s Eve dance – Sports Club and The Blue Boar are already having events and we should not clash with them.
6. **Finance Report:** I Bartholomew reported balances on the Community Council account of £3,023.40 and £41,143.27 in the MVH account, of which £39,199.29 is in the Building Fund. There were no questions and Ian was thanked for the good position demonstrated.

### 7. Hall Matters

- Health & Safety Issues – There had been one minor incident.

- Storage facilities proposal – Two quotes have been received to cover costume storage and space to store History Group equipment, all with lockable doors. Gardens Weekend will contribute £1,000 on receipt of a copy of the paid invoice. Suffolk Giving Fund could give up to £2,000 to small projects if a request is received by 6<sup>th</sup> March. Rob will look into a fund application.
- Dog Signage – John Dorling of Show Off Designs has provided signage for the main door and garden gate, free of charge. The Committee expressed their thanks.
- Grounds Maintenance – Rob has had three responses following his notice in the Observer. All have been given information on which to base a quote.

**8. Stage 4 Hall Project** – We now have a third quotation for the work and all three are along the same lines. One is slightly more expensive than the others but that person had suggested some additional work that would be beneficial. With the quotes for heating and lighting, the work will cost just under £59,000, including 5% Contingency allowance and £9,000 for VAT. Parish Council have agreed to pay for the replacement windows. We have just over £39,000 in the bank; just over £1,000 106 monies are available; Suffolk Green Fund have confirmed that their offer of £5,000 is still good; Jessica Fleming has confirmed £1,000 from SCC Locality Grant and possibly £500 from her MSDC Locality Budget. An application for £8,000 was submitted yesterday to MSDC. Hopefully, we should soon know the funding total.

## 9. Correspondence

- Two letters from Parish Council to endorse the request for the release of 106 monies and also agreeing to finance the purchase and installation of three windows.
- Two letters from Open Gardens Trust regarding applications for funding via the Benefice and Community Council for the new printing machine to use within the community and also for funding towards the storage unit in the MVH. Fred Bloomfield has volunteered to assist anyone wishing to use the printing machine. Any user will be responsible for the cost of materials, costings to be worked out on a case by case basis.
- WI has requested the change of date of the April meeting due to a clash of dates with an area meeting and at least 6 committee members being needed for both events. R Belson suggested we change our meeting to Wednesday 5<sup>th</sup> April, M Barber seconded and the meeting agreed.
- Safeguarding policy – As part of our application for funding MSDC queried whether we had a Safeguarding Policy. A policy was put to the meeting. I Bartholomew proposed its adoption, K Rothern seconded, and the meeting approved. We need a laminated copy on the notice board at the MVH so that anyone who has concerns knows who to contact. Hirers will be responsible for assessing their own activities.

## 10. Any Other Business

- Sarah Rossiter asked if the Parent & Toddler storage could also be fitted with lockable doors to keep their equipment secure. This will become part of the storage facilities proposal dealt with under Hall Matters.

## 11. The meeting closed at 9.15.

**Next Meeting:** Tuesday 7<sup>th</sup> March 2017, 7.30 in The Six Bells