

Draft Minutes of the meeting of Walsham le Willows Community Council Executive Committee on 7th November 2017.

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

4. Matters Arising:

- Observer Matters – J Bloomfield reported that there were four new advertisers. She also confirmed mention of revised prices in her latest editorial.
- Website – K Boardley explained what had previously been available to update the functionality of the website. He spoke about the future direction of the website and explained the need for all diary events to be sent to him at the same time they are sent to Jeannie for the Observer in order to keep the website up to date. So far there have been a number of queries aimed at Parish Council, Community Council and the website itself. Kevin is hoping to get Google maps to interact with the website. Kevin was thanked for his input to the meeting and also for all his work on the website. Kevin left the meeting at this point.
- 2018 Calendar – Fiona Glover will have some copies available on her RBL stall at the weekend. Ian Toulson will be selling near Christmas. Maggie Barber will have a number for sale on Community Council stall at the Christmas Fayre.
- Children in Need Disco – M Barber confirmed that she had delivered a box of sweets, some raffle prizes and two Pudsey bears for a separate raffle to the organisers.
- Visit of Environmental Health Officer – We were advised that we needed to be registered as a Food Outlet to cover our various activities. This had been done and we now have our certificate to display.

5. Events

- 6th October – Village Quiz – report back. I Bartholomew reported that it went well, a good evening was had by all and £271 was raised for funds. Drama Group were thanked for setting the quiz and Frank Watson for acting as quiz master on the night.
- 9th October – Community Lunch – report back. 30 people attended, the most so far. Since March the lunches have shown a steady profit towards funds, in the region of £480.
- 13th November – Community Lunch – will be Steak Pie and vegetables followed by peaches and ice cream.
- 26th November – Christmas Fayre – The marquee will be in use for refreshments and heated for the event. F Bloomfield reported an uptake of 10, possibly 12, stalls. Community Council will have a raffle for a Christmas Hamper. There were some offers of items from Committee. M Barber will email all committee members to request items for the hamper. Help will be needed to put up the marquee from 2.00 on 25th, tables from 6.00. Take down day will be Sunday .. volunteers needed.
- 4th December – Community Lunch – This will be a Christmas Lunch (NOTE THAT THIS IS A WEEK EARLIER THAN USUAL). This will be a turkey lunch with trimmings, Xmas pud or trifle, coffee etc. Anyone wishing to partake must get in touch with Shirley White as soon as possible. Cost will be £7.50 this time.
- 3rd February 2018 – Ceilidh – further information later but the band and caller are booked. We may have a Fish & Chip Supper with this event.
- 7th April – Music Night
- 12th May – Eastern Angles Touring Theatre, Guest House. Suggested ticket prices are £10, £9 for concessions.
- 22/23rd June Poetry Festival
- 13th October – Basin Street Brawlers – This international jazz band will be playing in the MVH (see their website for details). There were difficulties over earlier proposed dates as they get taken up very quickly and members of the band are also playing elsewhere with other groups.

6. Finance Report:

For the MVH, I Bartholomew reported income of £5,046 from Grants, Fundraising events, Coffee Shop, Calendar Sales and Hiring Charges. Outgoings were £17,927 for Electricity, Cleaning, cost of calendars, quiz refreshments, insurance, licensing, and a first part payment for the refurbishment work. We have a

balance of £33,346 of which £29,447 is in the Building Fund. Community Council accounts were quiet with Observer advertising income of £45. J Hall is now invoicing for advertising for the next year. There is a balance of £1,291 in the account. Thanks were given to Ian for his comprehensive summing up.

7. Hall Matters

- Health & Safety Issues – Nothing to report from the Accident Book.
- Grounds Work Party – It was decided that the work party would be ‘in action’ between Christmas and the New Year.
- Curtains – M Barber reported back on the outcome of her visits to the dry-cleaners who were unable to tackle the curtains because of their fire retardant coating and because the curtains and linings might possibly shrink at differing rates. She has agreed to contact A Braham, who made them, to find out if she has any further information regarding cleaning options.

8. Stage 4 Hall Project:

- This all appears to be going smoothly and the contractors are currently ahead of schedule .. the walls have been stripped, wiring is in, insulation is completed, blockboard has been fixed on top of the insulating material, plasterboard is in place, plaster skim has just been finished. Now the windows need to go in, skirting board and dado rail fitting, electrics to be completed, decorating done and then cleaning!!
- Official Re-Opening Ceremony – It was decided that this should be on the afternoon of 3rd February before the Ceilidh in the evening. We could offer tea and cakes during the afternoon.

9. Stage 5 Ideas

- The Chair agreed to consult with the architect, N Barber, to seek his agreement to continuing his work through Stage 5.
- The Chair had written to Town Farm Charity asking whether they would be able to provide a donation to kick start the final phase to enable us to apply for matched funding. He was happy to report that he had received a letter confirming their support and a donation of £10,000. Committee members were very grateful for this very generous amount and requested that the Chair write to thank the Charity for their support.

10. Correspondence: None

11. Any Other Business: F Bloomfield reported that the Vicar was looking into the termination of the contract for the photocopier and what deals might be available.

12. DONM: Tuesday 5th December 2017, 7.30 in the Six Bells

The meeting closed at 9.20

CONFIDENTIAL MATTERS – attachment to Minutes 7.11.17

Chair reported on the break in at the MVH overnight on 1st/2nd November.

Thieves had forced their way into the garden shed in order to remove a spade and fork which were then used to force the garden side double doors into the hall. There had been no real damage but electrical tools belonging to the builders had been removed. Police and forensic teams had attended during the morning of 2nd November.

K Rothern has since reinforced the fastenings to the garden shed and adjusted the fixings to the hall doors.