

**Draft Minutes of the meeting of Walsham le Willows Community Council Executive Committee on 5th June 2018,
at The Six Bells**

Chair opened the meeting with the news that MSDC had given planning approval for our proposed kitchen extension. I Campbell commented that it sounded as though that was a good reason for him to continue as Chairman to see the twenty year project completed.

1. **Those Present:** R Barber, M Barber, J Nielsen, I Campbell, I Bartholomew, E Wade, T Roberts, F Bloomfield, J Bloomfield, K Rotheron, J Hubbard, R Hubbard and S Rossiter. Visitor: A Wiley.
2. **Apologies for absence:** R Belson, M Mansfield, J Clark, B Wills and K Boardley.
3. **Approval of Draft Minutes for the meeting held on 1st May 2018:** J Nielsen proposed and S Rossiter seconded the motion. This was agreed unanimously.

4. Matters Arising:

- Observer Matters – Jeannie apologised for omitting the cinema information from the last Observer and reported that delivery of a flyer to all households was in hand.
- Printing facility – Fred reported that the replacement copier had arrived and that it would be easier and quicker to use.
- Minors on Tour – It was reported that £1,171 had been received and that gift aid still needed claiming.
- AGM Arrangements – nominations for Executive Committee – this item was moved to the end of the agenda.
- Satellite Post Office – Rob reported that VJ Odedra’s application has now been passed for approval by the Post Office; he still needs to be trained as an operative; the official hand-over date from Penny Kirby to VJ is 17th July; the return of the satellite is then a Post Office decision.

5. Events:

- 12th May – Eastern Angles Touring Theatre, Guest House. 42 tickets had been sold which resulted in a loss of £85. It was felt that take-up from outside the village via EA website was lower probably because this performance was much later in the tour than usual. General feedback was that the content was strange and the ending was abrupt.
- 14th May – Community Lunch – Shirley reported that take-up had been good with numbers in the mid 30s.
- 18th May – Cinema – Goodbye Christopher Robin – not many attendees although it was a good film and showed £56.50 profit. Parent and Toddler Group didn’t have a morning film show as it was half term.
- 10th June – Sale Trail – Ralph reported that the event was a success with a take-up of 32 sale sites and some in the MVH.
- 12th June – Community Lunch – will be Gammon with Cumberland Sauce; Shirley has 28 people so far but the lower numbers may be because of the change of day to a Tuesday owing to the hall being booked by school on Mondays in June and July.
- 15th June – Cinema – will be The Darkest Hour and will be the last film night till the autumn.
- 22/23rd June Poetry Festival – cancelled due to insufficient take-up from schools.
- 10th July – Community Lunch
- 18th August – Table Top Sale
- 15th September – Jumble Sale
- 13th October – Jazz Event – Basin Street Brawlers, international jazz band (see their website for details).
- 20th October – Table Top Sale
- 15th March 2019 – Between You and Me – Ian McMillan + Luke Carver Goss.

6. Finance Report:

For the MVH Ian B reported income of £2,129 from Minors on Tour, Eastern Angles and two month’s worth of Hiring Charges. Outgoings were £984 for cleaning, electricity, refreshment top-up, Eastern Angles and grass cutting. We have a balance of £10,181 of which £7,900 is in the Building Fund. Community Council accounts showed no income or expenditure for this period. There is a balance of £3,606 in the account. Ian was thanked for his report.

7. Hall Matters

- Health & Safety Issues – Accident Book – no incidents have been entered in the book
- Health & Safety Policy Review – Completed.
- Condensation issue in loft of rear extension – Extra vents have now been inserted.

- Review of Hall Management Policies – Ian B will check for copies that he holds and the rest Maggie will retype for another meeting.
 - Car park – It was noted that there will be two calls on use of the car park on 11th August when it is both the Horticultural Show and a Bowls Club outing.
- 8. Stage 5 Hall Project** – Planning permission means that a Schedule of Work and costs for the kitchen equipment can be sought from contractors in order to obtain a guide to the amount needed via Garfield Weston and other funders. Ian B needs this indicative figure to complete our bid.
- 9. Correspondence:** Rob reported that he had removed large amounts of cardboard from the paper bank and had written to the members of the public concerned. He had received two apologies.
- 10. Any Other Business: Nominations for Honorary Officers**
- Chair:** Fred Bloomfield nominated by Jeannie Bloomfield, seconded by Janet Hubbard
Rob Barber nominated by Ian Campbell, seconded by Trevor Roberts
- Vice Chair:** Janet Hubbard nominated by Jeannie Bloomfield seconded by Ian Bartholomew
- Treasurer:** Ian Bartholomew nominated by Jean Nielsen, seconded by Trevor Roberts
- Secretary:** Angela Wiley nominated by Jeannie Bloomfield, seconded by Ralph Hubbard
Maggie Barber nominated by Trevor Roberts, seconded Ian Campbell.
- Ian Bartholomew stated that the Trustees had agreed a process for contested posts – each nominee should provide a short written statement, maximum 250 words, stating their skills, knowledge, experience and motivation for standing for election. These should be with him by 5.00pm on Saturday 9th June for circulation to the committee in advance of the AGM.
- 11. DONM:** Tuesday 3rd July 2018, 7.30 venue to be confirmed.

The meeting closed at 8.55