

# Draft Minutes of the Meeting of the Executive Committee of Walsham le Willows Community Council

Held in The Priory Room at 7.30pm on Tuesday, 3<sup>rd</sup> July, 2018

## Agenda

1. **Those present:** K Nelson, S Cousins, F Bloomfield, J Bloomfield, B Wills, R Hubbard, J Hubbard, E Wade, S White, M Mansfield, J Clark, A Ellis, D Murray, J Neilsen, I Bartholomew, I Campbell, R Barber, M Barber, K Rotheron, T Roberts, D Lockyer, C Palmer, C Bartholomew, J Hall, H Frost, J Scarfe, S Folkard
2. **Apologies for absence:** A Wiley, K Boardley, S Rossiter, J Thomas
3. **Adoption of Committee Members:** In addition to the three new members accepted at the AGM on 14<sup>th</sup> June – Sarah Cousins, proposed J Bloomfield, seconded S Peacock; A Wiley, proposed J Bloomfield, seconded B Wills; K Nelson, proposed J Stebbings, seconded J Bloomfield; D Lockyer wished to take up the proposal from the AGM, made in her absence by J Bloomfield, seconded B Wills, that she join the Committee. E Wade, M Mansfield, R Hubbard, J Hubbard, J Bloomfield, K Rotheron, A Ellis, C Palmer and C Bartholomew were adopted en bloc as Committee Members on the proposal of J Neilsen, seconded T Roberts and carried unanimously. I Campbell attends meetings in his capacity as a Trustee.
4. **Approval of the Draft Minutes of the meeting held 5th June 2018:** M Barber apologised to S White for omitting her name from the list of those present. Adoption of amended Minutes was proposed by S White, seconded by T Roberts and agreed unanimously.
5. **Matters Arising:**
  - Observer Matters – J Bloomfield requested earlier deadlines for large items for the Observer, namely Community Council and Parish Council minutes, in order to enable her to fit them into the document more easily.
  - Printing facility – F Bloomfield reported the new photocopier works well but information is still needed about reading the 'usage' information. Scrap metal rates are extremely low at the moment and the old Ricoh machine has not been removed.
  - Satellite Post Office- R Barber reported that Vijay Odedra takes over management of Badwell Post Office on 17<sup>th</sup> July. We are negotiating the reopening of the Walsham Satellite facility. Suggestions were made for increasing the footfall in the building during this time.
  - Hall Management Policies – ongoing, current documents can be copied and sent out for comments.
6. **Events:**
  - 10<sup>th</sup> June – Sale Trail –report back – the event netted £356, was well supported and will rerun next year. Posters are not large enough so there was discussion about more banners being used. S Cousins will ask supermarkets for used banners that can be painted over.
  - 12<sup>th</sup> June – Community Lunch – report back – 28 people attended, numbers were down because of the change of day.
  - 15<sup>th</sup> June – Cinema, Darkest Hour – report back – there was a reasonable sized audience of over 40 and £118 was taken on the night. Next showing will be in September.
  - 10<sup>th</sup> July – Community Lunch – currently there are 22 names down for this as some regulars are on holiday and it is again on a Tuesday. Menu is Toad in the Hole and Jam Sponge.
  - 18<sup>th</sup> August – Table Top Sale – R Hubbard has cancelled as there is a clash with a WI trip. He is thinking of organising a Fish & Chip Supper and Bingo instead.
  - 15<sup>th</sup> September – Jumble Sale – items are requested two or three days ahead and refreshments are needed.
  - 13<sup>th</sup> October – Jazz Event – Basin Street Brawlers – this will be part of their 'Village Halls Tour' but no others in close proximity to us. <https://www.youtube.com/watch?v=mRUFO9Oc0gc>
  - 20<sup>th</sup> October – Table Top Sale
  - Christmas Fayre – R & J Hubbard to organise it this year.

- 15<sup>th</sup> March 2019 – Between You & Me – Ian McMillan, poet & broadcaster, & Luke Carver Goss

7. **Finance Report:** For the Community Council I Bartholomew reported income of £2.05, 5p is interest and the rest a donation. Outgoings were £150 being half of the audit fee and £30.03 for an add-on for the website. There is a balance of £3,428.80 in the account. It was noted that we will shortly be paying our share of the Widow's Room costs which could be up to £1000. For the MVH Ian B reported income of £1169.80 from Cinema, Minors on Tour, Sale Trail and Hiring Charges. Outgoings were £745.77 for cleaning, electricity, refreshment top-up, audit, cinema DVD, CAE membership, and grass cutting. We have a balance of £11143.17 of which £8987.47 is in the Building Fund. In giving his report, Ian pointed out we were still being billed for electricity at the direct debit rate set when the hall was out of use and that there will be a bill to follow of over £1000 to bring our account up to date. As our fixed contract has now expired he will be shopping around for quotes. He was thanked for his report.

**8. Hall Matters:**

- Accident Book – nothing to report
- Garden – R Barber reported that maintaining the garden in this weather is becoming a problem in spite of regular watering. E Wade volunteered to organise Babes & Toddlers for watering duties during their sessions. There was some support for an autumn work party.
- Quote for repainting outside of hall – I Bartholomew proposed that we accept the offer received provided the work can be done before Gardens Weekend. If this cannot be guaranteed, we will bring it back for more quotes. T Roberts seconded and it was unanimously agreed.

9. **Stage 5 Hall Project:** A funding application has been submitted by I Bartholomew to the Garfield Weston 60<sup>th</sup> Anniversary Fund for £106,000. This was based upon building works, kitchen outfitting, contingency works and VAT less £19,000 which we already have in hand. We should know by August whether we are through to the next round!

10. **Review of AGM:** Deliberations were deep and prolonged covering various aspects of the way the meeting was conducted. I Campbell proposed that a serious look is needed at the constitution in order to bring it up to date. Trustees would review the constitution and bring their recommendations to the committee.

11. **Correspondence:** None

**12. Any Other Business:**

- I Bartholomew reported on the Primary School's requirements for the stage for their production. It could be erected on 14<sup>th</sup> July by I Bartholomew, K Rothern, R Barber and C Palmer, and taken down on 20<sup>th</sup>.
- J Hubbard queried the gate and markings outside Alandale. R Barber will check.
- R Hubbard queried having meetings in the MVH. Discussion about bookings and possible change of evenings. M Barber replied that we had already said we were trying to accommodate meetings back in The Six Bells.
- D Lockyer queried use and hiring costs of the hall.
- F Bloomfield proposed R Hubbard as Social Secretary.
- K Rothern said that the car park donations sign had been pulled down yet again. He also pointed out that the disabled toilet had been blocked last week.

**The meeting closed at 9.40pm.**

**13. Date of next meeting:** Tuesday 7<sup>th</sup> August, at The Six Bells, 7.30pm