

**Great Cressingham Village Hall Committee Meeting**

**Thursday 22nd February 2018**

**1) Welcome and Apologies**

**Present:**

Merrick Smith, Pat Newman, Sally Lovick, Keith Ford, Pauline Ford, Anna Smith, Lavinia Chapman

**Apologies:** Ann Jarvis

**2) Minutes of previous meeting and matters arising**

- a) SL saw Marcus Rutterford regarding historical documents and photos for display at coffee morning due to commence in April. Not available until Marcus has unpacked in his new house at Street Farm.

The minutes of the previous meeting were accepted.

**3) 120 Club winning number - 90, Pauline Ford**

**4) Finance**

- a) Current balance £8,393.74
- b) Update given by MS on Barclay's procedures for opening an account. Decision reluctantly taken to go back to TSB. Solicitor in Swaffham quoted £270 per hour to fulfil TSB requirements. MS to check paying in cash at Post Office for Co-op account.

**5) Treasurer's report and correspondence sent and received**

- a) Finance  
SL has arranged for the auditor to do the Village Hall Books on the 15<sup>th</sup> and 16<sup>th</sup> March 2018 in preparation for the AGM meeting on the 3<sup>rd</sup> May.

All bills paid up to date

INCOME	£404.43
OUTGOINGS	£343.30
ASSETS IN HAND	£8,393.74

**6) Village Hall Facilities**

Quote received, discussed and agreed to act on from Rees Electrical for a direct hot water supply and remove the meter to the cooker for £282.00. Pipework and water supply not included.

**7) Items to be raised for discussion by Committee members**

- a) Moles – AS received an email from Hannah Scott to say that Marcus Rutterford informed her that the grass cutting company will level them out before cutting the grass and that he has several mole traps if anyone wants to borrow them. SL informed the meeting that the delineation between the Parish Council land and the Village Hall land is denoted by the field boundary. MS to contact Hannah.

- b) Diary Dates – Issue 2 discussed and agreed. AS will deliver in Great and Little Cressingham on or around Monday 2<sup>nd</sup> April. Agreed to publish dates of AGM 3<sup>rd</sup> May, Norwich Velo Cycling Club races 23<sup>rd</sup> June, next Parish Council meeting 29<sup>th</sup> May and Horticultural Show 28<sup>th</sup> July.
- c) Signpost dates agreed and will be forwarded by AS to David Stancombe by the 9<sup>th</sup> March.
- d) AGM agreed for Thursday 3<sup>rd</sup> May at Village Hall Committee meeting.
- e) Horticultural Show – PN has edited the leaflet for this year’s show and will give a final version to MS before printing off the required number.
- f) Treasure Hunt – AS went through the plan for the Village Hall Event on Easter Saturday. SL will provide cash floats on the day, PN and PF will be responsible for refreshments.

**8) AOB**

SL – it was agreed that the Treasurer should have a cash float of £25.

PN – A new mop is to be purchased by PN. The paper towel holders are difficult to refill and dangerous to refill from a stepladder. MS agreed to refill paper towel holders when PN lets him know they’re running low. PN to purchase 5 litres of soap for £10.

AS – Parish Council update from meeting held on the 30<sup>th</sup> January 2018.

Meeting closed at 20:30

Next meeting Thursday 29<sup>th</sup> March 2018 at 7pm

Signed by Merrick Smith, Chairman \_\_\_\_\_

Date \_\_\_\_\_