



Wenhaston Village Hall
Hall Road, Wenhaston, Halesworth, Suffolk, IP19 9EP
Charity Number: CN 1001694
Custodian Trustees: Parish Council
Managing Trustees: WVH Management Committee

Minutes of Wenhaston Village Hall Management Committee (WVHMC) Tuesday 13th August 2024 at 19.15

Committee Members:

Present:

Susie Cooke (SC), Bob Rixon (BR); Eileen Hayes (EH): Jane Peters (JP): Angela Corsan (AC): Mike Wilkinson (MW); Suzanne McKeown (SM) Helen Jones (HJ)

Guests:

Terry Cushion, Roger Claxon, Sally Amery

1) Welcome & Apologies: SC - Welcomed everyone

Apologies: Carol Hudson-Jary (CHJ), Kevin Canham (KC), Fran Desborough (FD), Sarah McLaughlin (SMc) Liz Pitkeathly (LP)

2) Minutes of Previous Meeting Signed off : SC - Proposed by MW and seconded by AC

3) Matters Arising: SC –

- **Hall floor- Moisture issue.**
 - Roger gave an update on progress and findings after 6 weeks of monitoring.
 - Moisture, currently stable but not decreasing considering the warmer weather.
 - Issue with Air Brick not doing its job with water not draining away and one underneath the store by the café and outside gents toilets.
 - Drain by men's toilets Air Brick seems to be adding to the issue as water isn't draining away.
 - The added problem of the Recycling Bins due to liquid running down towards the drain with the faulty Airbrick
 - Roger has spoken to a plumber who will attend to make some changes to help with the issue
 - Roger thinks he has a temporary solution by designing a Snorkel type contraction to put over the Air Brick and pipe up the wall. He is waiting for it to be welded before trialling it.
 - Roger has spoken to Ed Shepherd who installed the original flooring for advice.
 - Roger obtained a quote to have all new Air Vents installed, he has been quoted £2000 + vat + expenses for 2 men. This is an expensive option so will continue to

trial the Snorkel option first and proposes to ask Phil Gill to install one Air vent with a cost of £200 for the trial.

This cost was proposed by SC and Seconded by EH.

- **Hall Bookings**
 - Low numbers due to Summer holidays in August
 - September and October Bookings are back to regular numbers
- **Alcohol Cupboards-** SC asked why there are 2 separate cupboards?
 - Cinema has own drinks
 - Village Hall events hold other drinks.
- **Fence Repairs** – Thanks to Mac for his hard work
- **Working Party-** Fence Painting, Cleaning of Gutters, Weeding etc
 - Provisional date 31st August weather permitting (with 7 September as standby should weather not be kind on 31st August.)
- **A call for cuttings and seeds for the Village Hall outside areas**
 - SM meeting with Jo Small on 20th August to discuss plans
 - SM to update at next meeting

4) Correspondence

- **PIR Light in car park now installed and paid**
- **Myriad Invoice Payment for Boiler Servicing paid**

5) Treasurers Report- See attached

6) Any other Business -:

- **Bank Account Signatories still not resolved**
 - BR pursuing this but is away next week so CT will follow up with the bank on his behalf.
- **Terry informed us of 2 events in Carols absence**
 - Event taking place on 19th October (Mac to confirm)- Just a Soul Alliance - 70s/80s/Motown night £10 per ticket with a Bar but no food (SM offered to run the bar and AC offered to help)
 - Event arranged for 16th November – Three of a Kind and Friends music plus a Hog Roast Supper included in the ticket price of £28 (50 tickets need to be sold to make this viable)
- Terry to check if there is a cancellation fee should not enough tickets are sold.
- It was mused that £28 was quite expensive and suggestion of getting opinion from others, i.e Facebook post on the Village page
- t. Proposed by SC and Seconded by EH

- **Craft Market foot fall**
 - Footfall was higher this month with 90 compared to last month of 79

- **Cleaning of Hall in absence of Clearer being on Holiday**
 - Thanks to JP and EH for stepping in and carrying out the cleaning task on Wednesday.

- **Light Panel fused in Hall**
 - Mac to speak to Townsends to get it replaced

- **Café Update from SA**
 - Sally Mentioned the Café Price increase that was discussed last meeting - this was put on hold
 - Cleaning of the Oven- SC to arrange for a professional Oven cleaner to come in and carry out the deep clean at a cost of appro £90-100 Proposed by MW and Seconded by JP.
 - Health and Hygiene Policy to be updated – SC to review

7) Date of Next Meeting – 10th September 2024

8) SC Closed the Meeting at 20.34

DRAFT