



Wenhaston Village Hall

Hall Road, Wenhaston , Halesworth , Suffolk IP19 9EP

Charity Number : CN1001694

Custodian Trustees : Parish Council

Managing Trustees : WWH Management
Committee

Minutes of Wenhaston Village Hall Management Committee (WVHMC)

Tuesday 9th September 2025 at 7pm

Present:-

Chairperson: Susie Cooke
Booking Secretary: Sue McKeown
Carey Taylor- Treasurer
Secretary: Angela Corsan

Committee members: -

Mike Wilkinson (MW) Jane Peters (JP) Eileen Hayes (EH) Bob Rixon (BR) Lizzie Pitkeathly, Fran Desborough (FD)

1. Welcome and Apologies: -

Susie welcomed all present

Apologies from: Kevin Canham (KC), Sara McLoughlin (SMc) Carol Hudson-Jary (CHJ)

2. Minutes of previous meeting signed off: Proposed AC, Seconded MW.

3. Matters Arising: -

a. 50th Anniversary update

- Decorations- Bunting, Banners, Balloons (for inside and outside) – purchased
- Plates and Napkins purchased
- Cake- Ordered

- Childrens Treasure Hunt- Bee necklaces purchased and being made by volunteers
- Art Exhibition- Will to organise a day before event
- Children's Treasure hunt all on track
 - Elaine Potter to add to the School News Letter
- Evening Event- 7.30pm start
 - Ukelele
 - Marie Young and students
 - Jack & Sophie
 - Rob and Bass Player
 - Tony Sharples- Acoustics
 - Viv Kemp -Monologue
 - Piped music of 1975 to be played in between acts
- Roger C to do the Lighting
- MW to do the PA
- A suggested donation of £5 (bucket to be on display at entrance)
- Reminder of Timing of the day and evening
 - Café open as normal 10-12
 - Treasure Hunt 1pm-2pm(Volunteers and Parents to accompany children)
 - Ice cream on sale from 12-2pm
 - Bacon Butties from 12-2pm
 - Cut cake at 2pm?
 - Break between 2.30-7pm
 - Set up for evening event 6-7pm (volunteers)
 - Evening event starts at 7pm-11pm
 - JP to purchase Alcohol for evening
 - Decorations- Bunting, Banners, balloons to be displayed and hall decorated prior to event
 - JP to order Alcohol for evening

4. Entertainment Sub Committee Report

Update from Karen (Events team)

- **Halloween Event –**
 - Friday 31 October
 - 6PM-11PM (for children 6.00-7.30pm)
 - DJ Byron

- Fancy Dress optional for both Children and Adults
- Pumpkin Competition
- Hot Dogs
- 7.30 Adults Disco to 11pm
- Adult Fancy Dress
- Goolish Shots
- Raffle and name the Halloween Dog
- Jacket Potatoes with Chilli/Cheese/Beans
- Volunteers to decorate hall from 1pm onwards
- AC to print off some posters

5. Café Team Report

- All going well. Nothing to report

6. Craft Market

- Nothing to report all going well.

7. Correspondence

- School Event issue
 - Chris Stone wasn't happy with the behaviour of the children at the PTA Quiz Night. Offer to replace the bins accepted.
 -

8. Treasurer's Report

- All going well.
- Funds looking healthy

9. AOB

- **Kitchen Update**
 - A consultation meeting with Hall users has been arranged for 7pm on 30th September
 - Things to consider are;
 - Practical for regular users
 - Supports and is flexible for various events
 - Hygiene Health Standards
 - Allow sufficient movement around the kitchen
 - Maximise workspace and storage

- Accessible for all people
 - Durable and easy to maintain
 - Within Budget and able to unlock funding
 - Needs to look appropriate for the Hall
 - Future Proof to last up to 20 years
-
- Invite one representative from each user group giving 2 weeks' notice to collect their users views to bring to the meeting
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- **Chair person; notice of standing down**
 - Susie Cooke has informed the committee that she will be standing down as Chair from March 2026.

Meeting closed at 8.35pm.

Next meeting at 7pm on 14th October 2025.