



**Wenhaston Village Hall**  
Hall Road, Wenhaston, Halesworth, Suffolk IP19 9EP

Charity Number: CN1001694

Custodian Trustees: Parish Council

Managing Trustees: WVH Management Committee

**Minutes of Wenhaston Village Hall Management Committee (WVHMC)**  
**Tuesday 10<sup>th</sup> February 2026 at 7pm**

**Present: -**

Deputy Chair: Carol Hudson-Jary (CHJ)

Secretary: Angela Corsan (AC)

Bookings Clerk: Sue McKeown (SM)

Treasurer: Carey Taylor (CT)

**Committee members: -**

Eileen Hayes (EH), Mike Wilkinson (MW), Fran Desborough (FD), Sara McLoughlin (SMc)

Lizzie Pitkeathly (LP), Bob Rixon (BR)

**1. Welcome and Apologies: -**

Carol (CHJ) welcomed all present

Apologies from: Susie Cooke (SC)

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

**3. Matters Arising: -**

**a. Kitchen**

- Kitchen refit work started on 9<sup>th</sup> February all going well so far
- Asbestos testing on kitchen ceiling carried out on 9<sup>th</sup> Feb, awaiting result
- Lockable cupboards arranged
- Extra cupboard added to works
- Dishwasher ordered

A handwritten signature in black ink, appearing to be 'S. H. L.', is written in the bottom right corner of the page.

## **b. Financial Commitment**

- CT outlined that any substantial costs to be approved by committee prior to commitment

## **c. AGM advertisement**

- AGM for 31<sup>st</sup> March.
  - AC to arrange a poster to be published in the Warbler and on Social Media Facebook page.

## **d. Photo Shoot for Funding**

- Date arranged for Photo shoot for E Suffolk Council and Committee on 18<sup>th</sup> February at 10am. All Committee members welcome to attend.
  - Terry to take the official photos
  - AC to arrange a poster to be published in the Warbler and on Social Media.

## **e. Open evening of new Kitchen**

- Wine and Nibbles evening arranged for 20<sup>th</sup> March at 6.30pm.
  - SM to create a poster
  - AC to advertise in Warbler and Social Media Facebook

## **f. Position of Chair**

- No formal interest as yet. CHJ has indicated that if nobody comes forward then she will be willing to step up.

## **4. Entertainment Sub Committee Report**

### **Update**

- Pop Up Thai Restaurant evening on 24<sup>th</sup> January 2026 went very well and was a great success. Thank you to Karen Clegg for organising and those who helped on the night.

## **5. Café Team Report**

- All going well. Now closed until 7<sup>th</sup> March (refit closure)

## **6. Craft Market**

- Market recommences on 28<sup>th</sup> March 2026. 26 tables sold currently.

## **7. Correspondence**

- Kitchen invoice from Mulberry – CT advised payment made.

## **8. Treasurer's Report**

- All going well. Nothing to report

## 9. AOB

- **Heated Mats for new Kitchen surfaces**
  - CHJ Purchased ready for new kitchen
- **Induction Pans**
  - SM has provided details of the new pans to purchase £79.20; agreed to purchase ready for new Induction Hob.
- **Bacon Rolls provision**
  - Café team happy to continue to serve during Market day.
- **Wipeable tablecloths**
  - SM outlined the tablecloths to purchase for the Café. Agreed cost of £155
- **Café Aprons**
  - CHJ to source Personalised Aprons (Wenhaston Village Hall Café) to purchase 12 Aprons in a neutral colour with Burgandy writing for the personalisation.
- **Key Cabinet**
  - CHJ to purchase key cabinet which will be affixed to the kitchen wall, agreed cost £39.99
- **Water Supplier, WAVE**
  - BR advised that the company want to fit a smart meter within the next 3 months. He will advise any addition info when he receives it.
- **Sale of old Cooker and Fridge**
  - AC has arranged the sale of the Cooker (£50) and Fridge (£30). To be collected on 14/15 February.
- **100 Club**
  - AC advised that Elaine Potter would like to step down from the Admin of the 100 club due to other commitments. (AC to continue and take on the Admin from EP). EP will still help out where possible but we are looking for any additional volunteers if possible.
  - Intention to change the prize to one major prize each month (suggestion of £60) with a larger prize at Christmas, this will be dependent on how much we make throughout the year and the cost of bank charges.
  - Proposal of payment and payment of winning to be made by BACS where possible ( to reduce the bank charges).
  - To have a table at the next Market Day to advertise and hopefully attract more interest.

Meeting closed at 8.30pm.

Next meeting at 7pm on 10<sup>th</sup> March 2026.