



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 9th June 2026 at 7pm

Present: -

Chair: Susie Cooke (SC) Chair

Secretary: Angela Corsan (AC)

Bookings Clerk: Sue McKeown (SM)

Committee members: -

Eileen Hayes (EH), Fran Desborough (FD), Bob Rixon (RB) Lizzie Pitkeathly (LP) Mike Wilkinson (MW) Karen Clegg (KC)

1 Welcome and Apologies: -

Susie (SC) welcomed all present

Apologies from:

Carey Taylor (CT), Carol Hudson-Jary (CHJ), Sara McLaughlin (SMc),

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

3 Matters Arising: -

a. Decoration of Hall - Quotes

- Received 4 quotes
 - Karl £4,000 (preferred bidder)
 - Patrick £5,000
 - Donovan £10,000
 - Jurah & Whyte £6,250

- Grant application sent for £5,500
 - To review other areas that may be added to the quote.

b. East Suffolk Services - Bins

- Waiting on new bins to arrive
 - Reminder to ensure the bins are put out after Café each week
- Bottle Bank waiting to be collected (now collected on 24/06)

c. Constitution update - MW

- Documents to be updated and replaced
 - To update to a 2026 Constitution Community Action Suffolk (CAS) format (MW)
 - To obtain CAS model document (MW)
 - To confirm Charity Commission record (MW)
 - To Confirm Land Title and Custodian Trustee Position (SM)
 - Land & Transfer issue- To get legal advise (MW)
 - Next meeting to agree what changes are needed

4 Entertainment Sub Committee Report

Update

- Tractor Road Run Profit of £374.65 (from food and drink provision) for Village Hall.
 - Total profit of £2058.27, plus 2 donations for £103.70 and Go Fund Page of £105 total overall for Charity £2266.97
- Clairvoyant Evening booked for 27th June 2026-
 - Ticket still available
 - To advertise again on Next Door and Facebook
 - FD and SC to man the door
 - KC to run the bar
- Big Quiz 22nd August
 - To be advertised in Warbler.

5 Café Team Report

- All going well. Reported low numbers at Coffee morning.

6 Craft Market

- Fewer stalls in June.

- Suggested price increase for stalls is not favourable by the Committee. (CHJ was referring to the Christmas Bazaar) This was ok'd by SC & MW after the meeting.

7 Correspondence

- Ice Cream and Apple Strudel (Community Lunches team) reported missing from freezer
 - To review and make sure relevant areas in freezer is allocated for Community Lunches
- Sally Erb email asking why they have to pay for the Hall hire for Community lunches
 - Response is that all groups have to pay for hall hire to make money for the Village Hall which is a Charity and this goes towards upkeep and maintenance costs for the Village Hall.
- Cleaner- on last minutes- regarding the mop used
 - Jane (Cleaner) is happy to try out a new mop system with colour coded heads for Hall/Café/Toilets
- Yellow/ Green sponges in kitchen to be removed. To be replaced with compostable sponges (SM to purchase)

8 Treasurer's Report

- Can Sue Mac (SM) be re-added to the email circulation of Monthly Treasurers report (CT)
- No other items to report.

AOB

- **Pest Control Visits**
 - £160 per annum- Cost of £40 per quarter and includes Rodent Bait boxes.
- **Marketing the Hall Hire**
 - Once the Hall has been decorated to dress and take photos of Hall to send to various advertising pages (for parties and weddings etc)

Meeting closed at 8.10pm.

Next meeting at 7pm on 14th July 2026.

