

Darsham Village Hall Management Committee

Minutes of Meeting 20th July 2021

Present: Keith Rolfe (Chairman – **KR**), Paul Diamond (Treasurer – **PD**), Katherine MacIntosh (Secretary – **KM**), Heather Ballantine (**HB**), Michael Shipp (**MS**), Annie McPhail (**AM**), David Taylor (**DT**)

1. **Apologies:** None
2. **Minutes of last meeting: June 7th 2021 – Matters Arising** – **JE** said she had sent out the draft document for Roles and Responsibilities for everyone to think about. She would like any feedback. It was decided to leave it to sort out finally straight after the AGM. Everyone agreed that they were happy with everything on the list. **KR** – confirmed that the fire alarm had been fixed by an electrician but this was on a temporary basis.
3. **Treasurers Report PD:**
 - As of 21st June there was £9048.93 in our Current Account and £27799.44 in our CCLA Deposit Account.
 - Our liabilities include: **a)** Andy Smith Donations £472 **b)** Unfinished work to the Hall **c)** Payments to Sunbury Homes. This is connected to any meeting which may take place with Angus Bates of Sunbury Homes.
 - Our cleaning grant is now all used up.
 - Contact has been made with the Charity Commission and they confirm that they have received our new constitution. We should hopefully hear within 30 days.
 - Another donation has been received from PayPal of £250.
4. **Sunbury Homes:**

KR – No more news has been received from our solicitors regarding the meeting with Sunbury Homes and the issue with the Land Registry.
5. **Bookings:**
 - **JE** reminded us that we said we would review Hall hire fees every year. She proposes that we leave the fees as they currently are for another year as this will encourage people to make bookings. Everyone agreed with this.
 - We need to organise coffee mornings for the rest of the year. Ladies of Leisure would be doing December. **DT** would ask Mark Hemingway if the Petanque club would perhaps organise one in October. (This is now confirmed for 9th October). November would be the Remembrance Day morning and the Committee would organise that one. There was not a need for one in August as we have the Village Day on 21st. That completes this year; we would need to put up a dates sheet for groups to sign up for 2022.
 - Table Tennis in for Thursday evenings and Darsham Dogs on Mondays.
6. **Village Day HB:**
 - Members of Heather's choir will perform at 3pm.
 - Bloomfields will organise some games to involve everyone, some will be seated in groups.
 - Skittles and Hoops will be organised by Michael and Nigel.
 - Ian Fergusson will organise a produce stall.
 - Taster sessions of table tennis, petanque and carpet bowls during the afternoon.

- Dash Astro to set up a display.
- Barry Norman to be asked to set up a Darsham History display. **KR** will follow this up.
- Face Painting for children run by Denise and Annie.
- Raffle **AM** (prizes are needed).
- We plan to put up some gazebos on Friday evening to give some shade for the picnics.
- The event will run from 2.00 to 4.30. **KM** will put up new posters around the village next week detailing everything that is taking place.

7. Kitchen, shed and white cupboards:

JE proposed that groups of us get together to rationalise and tidy these areas as they are getting a little untidy and need better organisation. **JE, AM and KM** will arrange a time to sort the kitchen. **DT, PD, KR and MS** will look at the store rooms in the Hall.

8. Projector AM:

Annie has met with Darren Butler who has produced a very comprehensive estimate of what he feels we need to be able to show films etc. The total cost will be £5058. **PD** proposed we should go ahead with it, and everyone agreed. It was something the Village was keen to have, and it will be a great asset to the Village. **KM** said it would be a good idea to find a group of individuals in the Village who might be interested in taking on the Film Club. We would put together a little job spec to see if anyone comes forward; it would go into next month's Fisherman.

9. Completion of petanque court and surrounds:

PD has contacted Alex Cox about the outstanding works but still hasn't heard from him. He will follow it up again.

10. Air conditioning and sound proofing in the Hall:

PD said he had found it very hot and unpleasant rehearsing with his band in the Hall during the hot weather. There is also the problem of the sound travelling outside the building. He would like to look into the cost of a portable air conditioning unit. **MS** pointed out that the current hot conditions were somewhat exceptional.

11. AOB:

- **Fox Parking** - **PD** has spoken to Phillip Clifford about the idea of having parking permits for the pub staff. He has not yet heard back from Phillip.
- **JE** asked if everyone was happy with the new ACRE guidance on Village Halls. It was agreed that we were all in agreement with them.
- **MS** said that the outdoor benches needed repainting, and asked whether everyone was happy with the same colour. It was agreed that the colour was OK, considering there was paint left from last time.
- **DT** asked if he could replace the hinges on the outside meter cupboard.
- **PD** said he will investigate to see if we might be able to register with Amazon Smile to allow us to receive donations.
- **JE** asked if **KM** could complete the survey for Community Action Suffolk. She would forward it to **KM**.
- **AGM** The date for this is to be 11th October at 7pm. **KM** would make sure this went into September's Fisherman.
- **HB** asked if we could have a quick picnic meeting at 4pm on 9th August.

12. Date of next meeting: Tuesday 7th September 7pm