

Agenda Item	Discussion	Action	By Whom	Deadline
1. Present	Jill Edwards (JE), Heather Ballantine (HB), Mark Hemingway (MH), David Taylor (DT), Philip Robinson (PR), Annie McPhail (AM), Paul Diamond (PD), Becky Ling (BL)			
2. Apologies for Absence:	Alan Holland (AH), Not present – Michael Shipp (MS), Ronald Clark (RC)			
3. Minutes of Last Meeting:	Minutes from the last meeting on 23 rd April 2024 were amended and agreed for future signing w/c 20 th May.			
4. Matters arising	<ul style="list-style-type: none"> a) Solar panel information and hand over, date set for w/c 27th May when Byron is available. b) Hall hire booking fees – have now been circulated to all regular hall hirers. No negative feedback at all. c) Review of electrical suppliers – this has been looked at by Phil and Spencer. Octopus as a solution now appears to be working well. 	<p>w/c 27th May</p> <p>No further action</p> <p>No further action</p>	PR	Next meeting
5. Chairpersons Report	<ul style="list-style-type: none"> a) Governance/Scheme amendment – we have received confirmation from the charities commission that the VH has now been vested with the custodians. We will now apply for Land Registration through our new solicitors, Marshall Hatchick. b) Annual Parish meeting – this was poorly attended by village members. Nothing further to report. 	<p>Ask Marshall Hatchick to register the VH.</p> <p>No further action</p>	JE/HB	Next meeting
6. Treasurers Report	<ul style="list-style-type: none"> a) Report update given about financial status. b) VH expenditure – we all MUST now follow the below guidelines. Up to £500 - any planned expenditure up to £500, be first proposed to the full committee and then approved by a minimum of three members, before the expenditure takes place or orders are placed. Over £500 - any planned expenditure in excess of £500 is seen as a “project” and the previously shown project paperwork must be completed and three quotations for the work obtained, before a committee decision is taken to spend the funds. Recent expenditure of £420 for top dressing for the garden area has brought to light this omission, this bill has been agreed for payment on this occasion, however future errors may not result in payment being made. c) The £800 fund that has been discovered is now being looked into by a revitalization team, we should expect an outcome soon. 	<p>No further action</p> <p>No further action</p> <p>Cheque for £420 to be raised</p> <p>Awaiting outcome</p>	PD	ASAP

<p>7. Functions and future events</p>	<p>a) Crafts for kids – set for 27th May between 10:00 and 12:00. Materials have been bought by Becky as a gift to the VH for general child use.</p> <p>b) Walking market – The date for this is set for Sunday 23rd June from 10am to 2pm. PR to create A4 posters for distribution. Refreshments will be provided – MH, PR and others to facilitate.</p> <p>c) VH fete 10th August – The Fox will provide the bar and BBQ (using the VH BBQ equipment). As we now have support from the Church and PC (raffle and tombola), VH members will man various activities, suggested are welly wanging, Goal score hoops, Dog Show, Fancy dress, Splat the rat, Kiddies tattoos, Bran tub.</p> <p>d) Diss ensemble 30th June – We now have tickets available to buy in advance at a cost of £5 each. DVHMC will provide light refreshments at the end of the performance.</p>	<p>No action</p> <p>Posters to be organised</p> <p>No action at moment, Ideas to be firmed up at next meeting</p> <p>No further action</p>	<p>PR</p>	<p>ASAP</p>
<p>8. Projects update</p>	<p>a) Playground – Unanimous decision was taken on the 14th May by the planning authorities to pass the plan for the playground. We have to go back to them within three months with a revision of the hedgerow planting to include more local natural species – MH to do. We have asked for confirmation of the decision in writing and also a confirmation of how much grant funding is available for the project – PD. We have asked the two main contractors to meet with us early in June to discuss the project with time lines etc; MH, PD and PR will meet with them. We will then create a GANTT chart to be able to run the project and communicate with the village residents.</p> <p>b) Village green/field discussion – on hold due to AH absence.</p> <p>c) Tree pollarding quotations – The PC have been unable to provide Sil money in assistance as it was deemed outside of the scheme criteria. We will send out a village communique regarding road closures in the Autumn.</p> <p>d) Petanque court landscaping – Start date for phase one of this project is not yet settled, MH to speak with RC to ascertain progress, we are looking for a Wednesday/Thursday approach to best suit our VH hirers.</p>	<p>Various actions see body of text</p> <p>No Action</p> <p>Communication to be sent out</p> <p>RC to set final dates</p>	<p>MH/PD/PR</p> <p>PR</p> <p>MH</p>	<p>ASAP</p> <p>Next meeting</p> <p>ASAP</p>

<p>9. Maintenance and facilities update</p>	<p>a) Leak in ladies toilet and gents urinals. b) Kick panels for doors. c) Curtain cleaning and fireproofing – due to be done on the 22nd May. d) Blue roll dispenser for toilets –require fitting. e) Grass cutting is being handled by Colin at a cost of £50 per time. We will liase with him to ask for this to be done monthly until further notice. f) Shed guttering and water butts – to be done after soil has been moved g) Water heater repairs – awaiting full length steam guards to be fitted.</p>	<p>Complete Complete Due 22nd May Fitting Send email No action at moment Fitter to be advised</p>	<p>HB DT AH PR</p>	<p>Next meeting Next meeting ASAP ASAP</p>
<p>10. AOB</p>	<p>a) Mr Bates has advised us that the Cheyney Green Management Committee has now been formed, PD as one of the members representing the DVHMC has received this notice. b) The window cleaner is being paid with PD’s personal account and reimbursed with DVH funds as required.</p>	<p>No action at the moment No action.</p>		
<p>11. Date of Next Meeting</p>	<p>Tuesday 18th June 2024</p>			