



<p><b>5. Matters Arising:</b></p>	<ul style="list-style-type: none"> <li>a) Curtain fireproofing as according to schedule</li> <li>b) Marking off parking space near Petanque court to enable disabled access to VH</li> <li>c) Landscaping to area next to Petanque court – prices required for bushes and gravel</li> <li>d) VH risk assessment and simple risk assessment for hirers, any comments to be passed back to DT by 22<sup>nd</sup> July</li> <li>e) Guttering and water butts for shed</li> <li>f) Defib supplier for new internal light, sign to be added.</li> <li>g) Grass cutting for field ASAP. Also move the soil heap to fill in holes in field.</li> </ul>	<p>Quotations required Cross markings reqd Prices reqd</p> <p>Modifications added</p> <p>In hand Now working In hand</p>	<p>HB DT MH and MS</p> <p>DT</p> <p>MS</p> <p>MS</p>	<p>Next meeting Next meeting Oct meeting</p> <p>Next meeting</p> <p>Next meeting</p> <p>By 5<sup>th</sup> August</p>
<p><b>6. Chairpersons Report</b></p>	<ul style="list-style-type: none"> <li>a) JE and HB both accepted the resignation letter from Heather Meggison on the 5<sup>th</sup> July and wish to thank her for her time given and commitment to Darsham Village Hall in her service. AM has agreed to pick up the bulk of HM’s tasks in the meantime.</li> <li>b) HB reports a very difficult meeting with the Parish Council related to the Solar Panel project. However she reports that the project is going ahead and the contract between DVH and the PC will be signed w/e 22<sup>nd</sup> July.</li> <li>c) HB also reports back that John Butler wishes to be included in any quotation process for the groundworks to the DVH playground area, this note apparently got “missed” in previous communications within the PC.</li> <li>d) Charity Commission “scheme” amendments will now be picked up and co-ordinated between HM and JE.</li> <li>e) Easyfundraising scheme, to be picked up in October</li> <li>f) Active Suffolk/Fit Villages, we should indicate some interest</li> <li>g) Reviewing our existing policies &amp; creating/producing new ones as recommended by Community Action Suffolk.</li> </ul>	<p>John Butler to be asked to quote</p> <p>Requires completion</p> <p>Stall until October Interest in the scheme Review policies etc;</p>	<p>MH</p> <p>HB &amp; JE</p> <p>JE JE/HB/PD</p>	<p>As appropriate</p> <p>Next meeting</p> <p>Next meeting Next meeting</p>
<p><b>7. Finance Report</b></p>	<ul style="list-style-type: none"> <li>a) VH cost income summary for 2022/23. Budget projection. We have £24.4k in holding accounts and aprox £3k in current account, we are currently cash flow positive. The Chair requested that we move towards ¼ summaries to be able to track funds more closely.</li> <li>b) With respect to hire rates, we should discuss reviewing the hire rates following our annual summary after February 2024, with a view to introducing some limited increases, particularly for “out of village” hiring.</li> <li>c) Question of GDPR and use of committee members details on our published sites and information. We are obliged to ask permission of each/any individual before publishing their personal details of any kind into a public “space”.</li> </ul>	<p>Quarterly summaries to be produced from now on.</p> <p>Discuss hire rates</p>	<p>PD</p> <p>All</p>	<p>October 2023</p> <p>March 2024</p>

<b>8. Future event report</b>	<p>a) Village Fete – all going to plan, one area of concern was the lack of cover for refreshments, however further discussion revealed that there are adequate volunteers for this. Help for all other areas seems to be under control. We have decided to ask the Fox if they are happy to run a BBQ.</p> <p>b) Race night at the VH has been discussed and agreed for the 25<sup>th</sup> November. We have bought the pack from a supplier – next stage is to discuss and agree volunteers in September meeting.</p>	<p>Fox to run BBQ?</p> <p>Volunteers needed</p>	<p>HB</p> <p>AM/MH</p>	<p>ASAP</p> <p>September</p>
<b>9. Projects update</b>	<p>a) Various building matters ie; plumbing in ladies loo, leaking urinal in gents loo and exhaust guard. David will source 22mm pipework for guard and will also fix the ladies loo before next meeting.</p> <p>b) New kettles for the kitchen have been sourced and the old water heater disposed.</p> <p>c) Wall cupboard in the kitchen has been fixed</p>	<p>In hand</p>	<p>DT</p>	<p>Next meeting</p>
<b>10. Maintenance and facilities update</b>	<p>Nothing to report</p>			
<b>12. AOB</b>	<p>a) AM is picking up the Hall booking chart in JE’s absence during holiday period</p> <p>b) The hall’s post event check list should be mandatory completed for larger hall hiring (maybe as a condition of a returned deposit)</p>			
<b>13. Date of Next Meeting</b>	<p>Tuesday 22 August 2023 @ 19:00</p>			