

**KETTLEBURGH VILLAGE HALL COMMITTEE**  
**Minutes of the Meeting held on Tuesday 22<sup>nd</sup> June 2010**

Those present	Robert Marzetti(Chairman), Jane o’Leary(Treasurer), Liz Marzetti(Secretary), John Bater, Jackie Clark, Tony Murphy, Derrick Neilson, Dick Knight(Scout Rep) who was welcomed by the Chairman to this his first Hall meeting.	
Apologies	Patrick Garland, Corinne de Roeper	
Minutes of last meeting	The Minutes of the meeting held on 29 <sup>th</sup> April 2010 were approved and signed as a true record.	
Matters Arising	<p>Jackie reported that East Green – the solar energy firm, had not provided the information she had asked for. She will pursue it further.</p> <p>Electrics Cupboard – Robert will contact Wayne re installing necessary fire-proofing.</p> <p>Annual Safety checks had been carried out by Allison’s and the certificates supplied. Tony was doing the regular monthly tests of all safety equipment.</p> <p>A check of the outside of the Hall had showed that two of the fascia boards were in a poor state. The C’tee agreed that Wayne should be asked to see whether they could be repaired or should be replaced. An internal check had shown that the side benches needed maintenance. Wayne would be asked to look at them.</p> <p>Paths – Derrick offered to do site management and co-ordinate the work. John offered to help with preparation.</p> <p>Long tables were now securely tied back and a stop put in place on the floor to keep them in place.</p>	<p>JC</p> <p>RM</p> <p>RM</p> <p>DN</p> <p>JB</p>
Treasurer’s Report	<p>Current Account - £2570.</p> <p>Deposit Account - £3824 – includes £1500 from the Fete.</p> <p>Robert said the Hall owed a big debt of gratitude to the Fete Committee – John Bater, Debbie Germain, Pat Bishop, Val Compton, Bill Clark, Derrick Neilson, for all their hard work and to everyone who had helped on the day. It had been a most successful afternoon.</p>	
Correspondence	<p>Letter of thanks from the Ipswich Record Office thanking us for the old Hall records. There was a handwritten précis of the contents – courtesy of Wilda Woodland. A volunteer was needed to type it.</p> <p>Notice was given of Suffolk Acre AGM.</p> <p>The Report of the Suffolk Foundation was available, also the Suffolk Acre newsletter.</p>	
Repair & Maintenance	<p>A new valve to control the urinal flushing had been installed in the Gents’ loo. Cost - £194.34.</p> <p>The faulty socket in the Kitchen had been replaced.</p> <p>Robert said he was worried about the floorboards next to the</p>	

	<p>old boiler base by the kitchen door. It was agreed that Wayne should look at them and report.</p> <p>The pole and notice next to the road were in a bad state – need painting and new lettering. Derrick and Robert will deal with it.</p>	DN RM
Fund Raising	<p>16<sup>th</sup> October was decided as the date for the Music Hall. Peter Driver had offered to help with organisation. Rob Booth was holding Salsa nights on Mondays through July and August. Donations to Hall funds would be sought.</p>	
AOB	<p>Jane asked for a copy of the Fete accounts for the Hall accounts.</p> <p>Jackie said it would be good to know what each stall made. Robert thanked Jackie for her good work on the Village Hall website.</p> <p>Tony asked if he could get more of the polish he had been using on the floors. It was expensive but lasted a long time. Yes.</p> <p>A new cleaning record book was in the table drawer in the kitchen.</p> <p>Robert thanked Patrick and Mark de Roeper for their grass cutting round the Hall.</p> <p>The edge of the car park near Derek’s fence was getting very overgrown. Derek would be contacted and then a work party organised.</p>	
Date of next meeting	<p>Tuesday 24<sup>th</sup> August 2010 at 7.30pm in the Hall.</p> <p>The meeting closed at 8.52pm</p>	