

KETTLEBURGH VILLAGE HALL COMMITTEE
Minutes of the Meeting held on Tuesday 22nd February 2011

Those present	Robert Marzetti(Chairman), Jane O’Leary(Treasurer), Liz Marzetti(Secretary), Jackie Clark, John Bater, Sue Scott, Patrick Garland, Corinne de Roeper, Tony Murphy	
Apologies	Derrick Neilson	
Minutes of the last Meeting	The Minutes of the meeting held on Tuesday 2 November, 2010 were approved and signed as a true record.	
Matters Arising	Jackie asked whether the Salsa classes were still taking place. Robert reported that they were stopping for a time and perhaps restarting in the summer. The Inventory of kitchen equipment had been completed and copies were available for the Committee. Robert reported that he had received a quote of £50 to supply and fit a double electrical socket above the worktop on the window wall in the kitchen. The Committee agreed that the work should be done. They also agreed that the strip light be looked at and replaced to include a cover – a budget figure of £80 was agreed. The Countdown to Christmas had been successful with more people attending.	
Treasurer’s Report	Current Account: £2076 Deposit Account: £4832 John pointed out that the income from the Coffee mornings covered the cost of insurance.	
Correspondence	The Secretary read out a letter from our Vicar, Robin Alderson, suggesting a Village Picnic on Sunday 10 th July, 2011. This would be a community event and could be seen as taking the place of the Strawberry Tea. After discussion, the Committee agreed that it was a good idea and would offer the use of the Hall for the loos and in case of wet weather. A letter will be sent to Robin, telling him of the decision. A letter had been received from SCDC announcing that from April 1 st , paper and tin recycling facilities would be withdrawn from the Chequers pub. The glass bank would remain. This will make a difference to the amount we receive from the sale of recyclable materials.	RM
Repair and Maintenance	Patrick and Robert had looked at the areas of the exterior woodwork which needed attention and photos were produced for everyone to see. The use of plastic was discussed again, with John pointing out that it was not necessarily the best option. The Committee agreed that Wayne be asked to do a survey of the north gable and other areas as specified. The electricity cable supplying power to the hall was in a poor state – the plastic sheathing was broken and was generally inadequate. Jane undertook to contact EON as it was their responsibility.	RM JL

	<p>Robert reported that one of the junction boxes above the stage area had run very hot and had to be replaced during the run of the Pantomime. He suggested that Daniel Allison – our electrical contractor, be asked to check all possible danger areas which he had already looked at as part of the 5 year inspection last year. The Committee agreed that the annual electrical inspection be carried out at a cost of £85.</p> <p>Patrick suggested replacing the kettle – it takes far too long to boil. The Committee agreed that we needed one extra large one and a normal size one – John volunteered to get them from Macro.</p> <p>Robert raised the matter of paths from the hall to the car park. Although Derek Hill would not allow any permanent hard surface to be laid from the front door to the roadway, we could still lay concrete/gravel from the front door to the car park and from the kitchen door to the car park. It was agreed that this was a priority and should be dealt with asap.</p>	<p>RM</p> <p>JB</p>
Fund Raising Events	<p>The Pantomime had been a success and there was lots of enthusiasm for another one next year. The accounts were presented to the meeting and showed a profit to the Hall of £1035. Robert suggested that we should offer a donation to the Earl Soham Scouts as a thank you for the use of their marquee. The Committee agreed that £50 would be suitable. Robert would send a cheque and letter of thanks to Julie Lovett.</p> <p>The Committee discussed the possibility of another Harvest Hop with the same duo – John and Mario. It was agreed that it would be on 29th October. Robert would contact Julie Todd.</p> <p>John said that the Fete organisation was underway and he would be sending round details of who did what. He expected that stall holders would organise their own supplies and teams.</p>	<p>RM</p> <p>RM</p> <p>JB</p>
AOB	<p>Patrick had purchased the remaining stock of soft drinks left over from the Old Tyme Music Hall event.</p> <p>The AGM would be on Tuesday 12th April at 7pm in the Hall, followed by a Committee meeting. Notices would be placed in the Parish Magazine, the Newsletter, the website and the Village Notice Board.</p> <p>In the absence of any other business, the meeting closed at 9.05 pm.</p>	